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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into six parts plus attachments and annexes, as follows:

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications and Additional Information: includes the certifications and additional information to be provided; and |
| Part 6 | 6A, Standing Offer, and 6B, Resulting Contract Clauses:

6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer. |

The Annexes include the Requirement, the Basis of Payment, Quarterly Reporting Form, Financial Evaluation, and any other annexes.

1.2 Summary

- 1.2.1 For the supply of pneumatic lifts bags for the Department of National Defence, CFB Trenton. Astra, Ontario on an "as and when" required basis.
- 1.2.2 The period for placing call-ups against the Standing Offer will be from November 1, 2017 to October 31, 2020.
- 1.2.3 The Offeror must complete and submit with its offer, Annex B - Basis of Payment, in Canadian funds. Offeror must complete pricing for all three (3) years to be compliant.
- 1.2.4 "The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Canadian Free Trade Agreement (CFTA)

1.3 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2017-04-27) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

2.2 Submission of Offers

Offers 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 Request for Standing Offers.

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 7 calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by Offerors 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 Offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Offerors. Enquiries not submitted in a form that can be distributed to all Offerors may not be answered by Canada.

2.4 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 Offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

Canada requests that Offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (1 hard copy)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

Canada requests that Offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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, Offerors 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 Offer

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Annex B. The total amount of Applicable Taxes must be shown separately.

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Any offer which fails to meet the following mandatory requirements will be deemed non-responsive and will receive no further consideration.

In their technical offer, Offerors should demonstrate their understanding of the requirements contained in the Request for Standing Offer and explain how they will meet these requirements.

Offerors must provide a Certificate of Conformance, as well as Specification data sheets. All literature, specification, documentation must be submitted with the bid at bid closing.

It is the offerors responsibility to ensure the submitted technical documentation provides adequate detail to prove that the proposed product(s) meet the requirements of the performance specification. Canada will not evaluate information such as references to website addresses where additional information can be found. If specific published technical documentation is not available, the offeror must prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.

If this certification has not been provided at the bid closing, PWGSC will notify the offeror that they are required to provide them, within 2 business days following notification by PWGSC. Failure to comply within the specified timeline will result in the offer being deemed non-responsive and that it will be given no further consideration.

4.2.1 Financial Evaluation

- 4.2.1.1** The Offeror must complete and submit with its offer, Annex B - Basis of Payment, in Canadian funds. Offeror must complete pricing for all three (3) years to be compliant.
- 4.2.1.2** The price used in the evaluation will be the Total Evaluated Price which is calculated as follows:
 - a. The Extended Price for line items in Pricing Basis B is the Estimated Usage multiplied by the Firm Unit Prices.
 - b. The Evaluated Price is the sum of the Extended Prices.
 - c. *SACC Manual* Clause M0220T (2013-04-25), Evaluation of Price

4.3 Basis of Selection - Mandatory Technical Criteria Only

4.3.1 SACC Manual Clause M0031T (2007-05-25) Basis of Selection - Mandatory Technical Criteria Only

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all offerors must provide with their offer, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror 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 offer non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror 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 - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4)" list) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4)" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

6.1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex "A".

6.2 Security Requirements

6.2.1 There is no security requirement applicable to the Standing Offer.

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) 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

2005 (2017-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

6.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "C". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The data must be submitted to the Standing Offer Authority no later than 10 calendar days after the end of the reporting period.

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from November 01, 2017 to October 31, 2020.

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Vashti Ramnarine

Title: Supply Officer

Public Works and Government Services Canada

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TOR201
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Ontario Regions - Acquisitions

Address: 33 City Centre Drive – Suite 480C, Mississauga, Ontario L5N 2N5

Telephone: 905-615-2419

Facsimile: 905-615-2060

E-mail address: vashti.ramnarine@pwgsc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

6.5.2 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

6.5.3 Offeror's Representative *(to be completed by bidder)*

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is:

Authorizes Representative of: Department of National Defence, CFB Trenton, Astra, Ontario

6.7 Call-up Procedures

The Supplier must acknowledge each order no later than the next working day from receipt of the call-up.

6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$20,000.00 (Applicable Taxes included).

6.9 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 1 and 2 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
 - PWGSC-TPSGC 942 Call-up Against a Standing Offer

- PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery
- PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
- PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:

- standing offer number;
- statement that incorporates the terms and conditions of the Standing Offer;
- description and unit price for each line item;
- total value of the call-up;
- point of delivery;
- confirmation that funds are available under section 32 of the Financial Administration Act;
- confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

6.10 Financial Limitation - Total

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ (Applicable Taxes included) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or five (5) days before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

6.11 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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) Annex C, Quarterly Usage Reporting Form;
- h) the Offeror's offer dated _____.

6.12 Certifications and Additional Information

6.12.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror

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in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

6.13 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

6.1 Requirement

The Contractor must provide the items detailed in the call-up against the Standing Offer.

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

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

6.3 Term of Contract

6.3.2 Delivery Date

Delivery must be completed in accordance with the call-up against the Standing Offer.

6.3.3 Shipping Instructions – Free on Board Destination and Delivered Duty Paid

Incoterms 2000 "DDP Delivered Duty Paid" to CFB Trenton, Astra, Ontario in accordance with Annex "A" - Requirement.

6.4 Payment

6.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price(s), as specified in Annex B, Basis of Payment. 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.

6.4.2 Limitation of Price

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

6.4.3 Single Payment

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

6.5 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.

The following must be followed when submitting invoices:

- a. The invoices must be in sequence with the table in Annex B – Basis of Payment, showing the item number, description, unit of issue, quantity, unit price, extended price, sub-total, GST/HST and total.;
 - b. The invoices must identify the call-up number;
 - c. The invoice must identify the consignee address where the goods were delivered;
 - d. Each call-up and consignee point must be invoiced separately.
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.
OR
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.6 Insurance

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

6.7 Shipping Instructions – Delivery at Destination

- a. Delivered Duty Paid (DDP) 8 Wing Trenton/CFB Trenton, Aerospace and Telecommunications Engineering Support Squadron, 35 Westwin Ave, Bldg 151, Astra, Ontario K0K 3W0, Incoterms 2000 for shipments from a commercial contractor.

6.8 SACC Manual Clauses

SACC Manual clause [A9062C](#) (2011-05-16) Canadian Forces Site Regulations
SACC Manual clause [B7500C](#) (2006-06-16) Excess Goods

ANNEX "A"

REQUIREMENT

SINGLE ELEMENT PNEUMATIC ELEVATORS

For the supply and delivery of pneumatic lifts bags for the Department of National Defence, CFB Trenton, Astra, Ontario.

1. Background:

- 1.1 The Department of National Defence (DND), Recovery Salvage Support Section (RASS) requires single element pneumatic elevator (SEPE) lifting capabilities for recovery of disabled aircraft as per RASS Master Implementation Plan, V2.06, 6 Nov 2003.
- 1.2 RASS has an inventory of various sizes of SEPE. Each has a shelf life of 15 years. DND currently have a quantity of SEPE that are already expired or due to expire in the next year. There are also some unserviceable SEPE that need to be replaced, to continue to maintain an intrinsic aircraft recovery capability.

2. Applicable Documents:

AMS Aircraft Recovery Manual for Single Element Airbags & Single Control Console (SCC) System, issue 12 September 2015.

3. Requirement:

Provide replacement single element SEPE in the following capacities:

- 3.1 Qty 7 x 12 metric tons or 15 metric tons
- 3.2 Qty 2 x 20 metric tons
- 3.3 Qty 15 x 30 metric tons
- 3.4 Qty 9 x 40 metric tons

4. Minimum mandatory technical requirements:

- 4.1 Must be a single element pneumatic elevator.
- 4.2 The outer shell must be constructed of woven polyester fabric proofed with neoprene compound reinforced with drop thread fabric inside the element for shape integrity when under a load.
- 4.3 Must incorporate Velcro patches on both sides (top and bottom) to provide vertical alignment for stacking.
- 4.4 Must incorporate four handles, one at each corner.

- 4.5 Must incorporate 2 positions for an inlet/outlet valve, 1 on the short side and 1 on the long side.
- 4.6 Each lift element must be supplied with a data tag/plate that includes the product description, date of manufacture, individual serial number and batch numbers.
- 4.7 Must be supplied with PVC foam pads sufficient in size to protect the lift elements during use.
- 4.8 Must include one (1) topping valve and 1 pressure relief valve with each lift element.
- 4.9 Each lift element must be supplied with repair material.
- 4.10 Must be delivered in suitable containers for shipment and storage:
 - 4.10.1 Hard containers must provide clearance from the ground to allow transportation with a fork truck
 - 4.10.2 Fabric elements must provide lifting attachments to allow transportation with a fork truck
 - 4.10.3 Containers must be able to hold:
 - 12/15 tons: 15 in a case
 - 20/30/40 tons: 10 in a case

5. Mandatory Performance requirements:

- 5.1 12 or 15 Tons:
 - 5.1.1 Must be 12 or 15 metric tons capacity when inflated at ½ bar or 7.5 psi;
 - 5.1.2 Dimensions must be:
 - 12 tons: 200cm long by 150cm wide
 - 15 tons: 300cm long by 150cm wide
- 5.2 20 Tons:
 - 5.2.1 Must be 20 metric tons capacity when inflated at ½ bar or 7.5 psi;
 - 5.2.2 Dimensions must be 320cm long by 150cm wide;
- 5.3 30 Tons:
 - 5.3.1 Must be 30 metric tons capacity when inflated at ½ bar or 7.5 psi;
 - 5.3.2 Dimensions must be 320cm long by 220cm wide;
- 5.4 40 Tons:
 - 5.4.1. Must be 40 metric tons capacity when inflated at ½ bar or 7.5 psi;
 - 5.4.2. Dimensions must be 420cm long by 220cm wide;

5.5 **All SEPE must:**

- 5.5.1 Have an inflated height of 20cm when inflated to 7 psi;
- 5.5.2 Have a minimum shelf and working life of 15 years (when utilized and stored in proper conditions);
- 5.5.3 Be resistant to typically encountered aircraft lubricants and fuels;
- 5.5.4 Be able to be stacked a minimum of 15 elements high during use;
- 5.5.5 Handles must have sufficient strength to allow for carrying and positioning of the elements during use;
- 5.5.6 Have a minimum safety factor or burst pressure of 3 x the working pressure of 7 psi (min burst press 21 psi);
- 5.5.7 Must allow used of Mirada topping valve p/n: B-51871 and Mirada relief valve p/n: B-51019-3.

6. Warranty:

Each pneumatic elevator must come with a minimum of 1 year of warranty on parts and labour or all other defects under normal use, storage and operation.

7. SEPE to be built, shipped, functioned and accepted by customer, prior to 31 March 2018.

9. Site Access

Access to the site is subject to restriction such as troop movement or other security regulations as laid out by the respective Unit(s). All possible steps will be taken to provide the Offeror with access to delivery areas at all times; however, Department of National Defence (DND) activity may require some closure of the areas at times.

Forty-eight (48) hours of advance notice to the Technical Authority is required before delivery to mitigate issues that can arise from DND activity. The authorized contact for delivery purposes is the Technical Authority specified in this contract.

All personnel must be prepared to show their government issued photo identification (such as a driver's license or other piece of identification which the Technical Authority deems acceptable) while on DND property. Canada will not be responsible for costs incurred by the Offeror if the delivery personnel are refused entry to the Canadian Forces Base.

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File No. - N° du dossier
TOR-7-40012

Buyer ID - Id de l'acheteur
TOR201
CCC No./N° CCC - FMS No./N° VME

ANNEX "B"

BASIS OF PAYMENT

Firm unit prices in Canadian funds including fuel costs, delivery costs, FOB Destination, transportation/storage costs, and any overhead costs. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is to be shown separately, if applicable.

1 November, 2017 to 31 October, 2018

Description	Unit of Issue	Estimated Usage	Unit Price DDP	Extended Price DDP
12 metric tons or 15 metric tons	Bags	3		
20 metric tons	Bags	2		
30 metric tons	Bags	8		
40 metric tons	Bags	2		

1 November, 2018 to 31 October, 2019

Description	Unit of Issue	Estimated Usage	Unit Price DDP	Extended Price DDP
12 metric tons or 15 metric tons	Bags	3		
20 metric tons	Bags	2		
30 metric tons	Bags	8		
40 metric tons	Bags	2		

1 November, 2019 to 31 October, 2020

Description	Unit of Issue	Estimated Usage	Unit Price DDP	Extended Price DDP
12 metric tons or 15 metric tons	Bags	3		
20 metric tons	Bags	2		
30 metric tons	Bags	8		
40 metric tons	Bags	2		

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ANNEX "C"
USAGE REPORTING FORM

Annex “C”
Standing Offer Reporting

Item #	Description	Qty	Total

Solicitation No. - N° de l'invitation
W3474-181231/TOR/001
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ANNEX D

ADDITIONAL CERTIFICATIONS

1. Board of Directors

In accordance with Section 5.1.1, Integrity Provisions – Required Documentation, Offerors are required to provide a list of their Board of Directors before contract award. Offerors are requested to provide this information in their bid.

Director Name _____

Director Name - _____

Director Name - _____

Director Name - _____

Director Name - _____

Director Name - _____

Director Name - _____

Director Name - _____

2. Procurement Business Number (PBN)

In accordance with Section 2, Procurement Business Number, of the Standard Instructions, Offerors are required to have a Procurement Business Number (PBN) before Standing Offer award.

Procurement Business Number - _____

Suppliers may register for a PBN online at [Supplier Registration Information](#). For non-Internet registration, suppliers may contact the Info Line at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

Solicitation No. - N° de l'invitation
W3474-181231/TOR/001
Client Ref. No. - N° de réf. du client
W3474-181231

Amd. No. - N° de la modif.

File No. - N° du dossier
TOR-7-40012

Buyer ID - Id de l'acheteur
TOR201
CCC No./N° CCC - FMS No./N° VME

Annex “C”

Standing Offer Reporting

Item #	Description	Qty	Total