



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving - PWGSC / Réception des soumissions - TPSGC**  
**11 Laurier St./ 11, rue Laurier**  
**Place du Portage, Phase III**  
**Core 0B2 / Noyau 0B2**  
**Gatineau, Québec K1A 0S5**  
**Bid Fax: (819) 997-9776**

**REQUEST FOR PROPOSAL**  
**DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government Services Canada**

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

**Proposition aux: Travaux Publics et Services Gouvernementaux Canada**

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

**Comments - Commentaires**

|   |  |
|---|--|
| <b>Title - Sujet</b><br>Cap, Fur, Unisex  |  |
| <b>Solicitation No. - N° de l'invitation</b><br>M7594-181654/A  | <b>Date</b><br>2017-10-02  |
| <b>Client Reference No. - N° de référence du client</b><br>M7594-181654   |  |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$\$PR-723-73506  |  |
| <b>File No. - N° de dossier</b><br>pr723.M7594-181654   | <b>CCC No./N° CCC - FMS No./N° VME</b>   |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2017-10-25</b>  | <b>Time Zone</b><br><b>Fuseau horaire</b><br>Eastern Daylight Saving<br>Time EDT |
| <b>F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes</b><br><b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/> |  |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Gravel, Sylvie   | <b>Buyer Id - Id de l'acheteur</b><br>pr723                                      |
| <b>Telephone No. - N° de téléphone</b><br>(613) 240-7281 ( )  | <b>FAX No. - N° de FAX</b><br>(819) 956-5454                                     |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b><br><br>See herein/<br>Voir ci-inclus  |  |

**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**

Clothing and Textiles Division / Division des vêtements et des textiles  
11 Laurier St./ 11, rue Laurier  
6A2, Place du Portage  
Gatineau, Québec K1A 0S5

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

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### **PART 6 - RESULTING CONTRACT CLAUSES**

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## PART 1 - GENERAL INFORMATION

### 1.1 Security Requirement

There is no security requirement associated with this bid solicitation.

### 1.2 Requirement

The "Requirement" is detailed under Annex A of the resulting contract clauses.

### 1.3 Debriefings

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

### 1.4 Trade Agreements

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

### 1.5 Canadian Content

The requirement is limited to Canadian goods and/or services.

## 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 seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a

proprietary nature. Canada may edit the 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.

## 2.5 Viewing Sample

The viewing sample may be viewed (by appointment only) at the following offices:

**Public Works & Government Services  
Canada**  
Supply Directorate  
6th floor  
1550 ave D'Estimauville  
Quebec, Que. G1J 0C7  
TEL: 418-649-2714  
FAX: 418-648-2209  
Attention: Micheline Naud  
(micheline.naud@tpsgc-pwgsc.gc.ca)

**Public Works & Government Services  
Canada**  
Place Bonaventure, South-East Portal  
800 de La Gauchetière Street West  
7th Floor  
Montreal, Quebec H5A 1L6  
TEL: 514-496-3404  
FAX: 514-496-3822  
Attention: Viviane Rouhault  
(viviane.rouhault@tpsgc-pwgsc.gc.ca)

**Public Works & Government Services  
Canada**  
Suite 480, 33 City Centre Drive  
Mississauga, Ont. L5B 2N5  
TEL: 905-615-2070  
FAX: 905-615-2023  
Attention: Rosy Gupta  
(rosy.gupta@tpsgc-pwgsc.gc.ca)

**Public Works & Government Services  
Canada**  
Suite 100, 167 Lombard Avenue  
P.O. Box 1408  
Winnipeg, Manitoba R3C 2Z1  
TEL: 204-983-3774  
FAX: 204-983-7796  
Attention: Bev Laurin (bev.laurin@tpsgc-pwgsc.gc.ca)

**Public Works & Government Services  
Canada**  
Telus Plaza North  
10025 Jasper Avenue, 5th Floor  
Edmonton, AB T5J 1S6  
TEL: (780) 497-3517  
FAX: (780) 497-3510  
Attention: Nicole Boucher (wst-pa-  
edm@tpsgc-pwgsc.gc.ca)

**Public Works & Government Services  
Canada**  
Pacific Region, SOSB, Industrial &  
Commercial Products  
219 - 800 Burrard Street  
Vancouver, B.C V6Z 0B9  
TEL: 778-788-0237 (Tamana Makhni) OR  
TEL: 604-658-2799 (Betty Chan)  
FAX: 604-775-7526  
Attention: Tamana Makhni  
([tamana.makhni@tpsgc-pwgsc.gc.ca](mailto:tamana.makhni@tpsgc-pwgsc.gc.ca)) OR  
Attention: Betty Chan (betty.chan@tpsgc-pwgsc.gc.ca)

## 2.6 Specifications and Standards

### 2.6.1 Canadian General Standards Board (CGSB) - Standards

A copy of the CGSB Standards referred to in the bid solicitation is available and may be purchased from:

Canadian General Standards Board  
Place du Portage III, 6B1  
11 Laurier Street  
Gatineau, Québec  
Telephone: (819) 956-0425 or 1-800-665-CGSB (Canada only)  
Fax:(819) 956-5740  
E-mail: ncr.cgsb-ongc@pwgsc-tpsgc.gc.ca  
CGSB Website: <http://www.tpsgc-pwgsc.gc.ca/ongc-cgsb/index-eng.html>

### 2.7 Transportation Costs Information

The Bidder is requested to provide the following information concerning transportation costs for the delivery of the units to destination:

- (a) shipping weight by unit; \_\_\_\_\_
- (b) number of items by unit; \_\_\_\_\_
- (c) cubic measurement by unit; \_\_\_\_\_
- (d) number of units per shipment: \_\_\_\_\_
- (e) name of shipping point; \_\_\_\_\_
- (f) recommended method of shipment and carrier \_\_\_\_\_
- (g) Unit cost per Destination : \$ \_\_\_\_\_
- (h) Total cost \$ \_\_\_\_\_

The Bidder must include all transportation costs in their bid unit price at Annex A.

## 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 ( 3 hard copies)
- Section II: Financial Bid ( 1 hard copy)
- Section III: Certifications (1 hard copy)
- Section IV: Additional Information (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-on Green Procurement) ([http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-on Green Procurement)

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.
- 3) Green Initiatives (for PWGSC information only)  
Bidders are requested to provide details of their policies and practices in relation to the following initiatives:
  - environmentally responsible manufacturing;
  - environmentally responsible waste disposal;
  - waste reduction;
  - packaging;
  - re-use strategies;
  - recycling.

#### **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 (reference pre-award sample, Part 4, Evaluation Procedures, 4.1.1.1 Mandatory Technical Criteria).

#### **Section II: 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 “B” Electronic Payment Instruments.

If Annex “B” 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

##### **3.1.3. Price Adjustment – Fur**

1. It is Canada's intention to include within the resulting contract a provision for possible price adjustment (increase or decrease) of the portion of the price directly related to the base transaction cost of muskrat fur.

Price adjustment will apply only to any increase or decrease of the base transaction cost of fur that may occur at any time during the resulting contract period but not before thirty (30) days after contract award.

It will be the Contractor's responsibility to provide sufficient documentation to Canada to support any cost adjustment related to the price of fur. This may not necessarily be limited to copies of invoices paid for fur pelts.

The acceptance of any price adjustment will be entirely at Canada's discretion and will be based on the validity of the supporting documentation provided at time of requested price adjustment.

2. Bidders must provide their base transaction cost(s) and the quantity of the fur on which the base transaction cost is established in their bid as follows:

Muskrat fur: \_\_\_\_\_ pelts per hat at a base transaction cost of \$\_\_\_\_\_ per pelt and which represent \_\_\_\_\_ percent of the unit price(s) of each hat.

Upon request from the Contracting Authority, bidders must provide supporting documentation to confirm the base transaction cost. Such documentation may consist of copy of recent invoices paid by the contractor for muskrat fur or any other documentation that Canada deems necessary.

### 3.1.4 SACC Manual Clauses

#### Section III: Certifications

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

#### Section IV: Additional Information

##### 3.1.4.1 Origin of Work

For each line item, bidders must identify the name(s) of the country or countries where the apparel goods are cut (or knit to shape) and sewn, regardless of whether the work is to be performed by the Bidder or one of its subcontractor(s).

The following information must be provided for each location where any of the goods are cut (or knit to shape) or sewn:

Line Item number \_\_\_\_\_ Country: \_\_\_\_\_

(Bidders must add additional lines if there is more than one manufacturer or one country per line item.)

Bidders must immediately inform Canada in writing of any and all changes affecting the information provided under this clause during the entire bid validity period.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

(a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

(b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

###### **Pre-Award Sample and Supporting Documentation**

- 1) As part of the technical evaluation, to confirm a Bidder's capability of meeting the technical requirements, a pre-award sample of the Cap, Size 7, Stock Number 2975-300 along with supporting documentation [laboratory test reports and Certificates of Compliance (CofC)] will be required from low bidders, after the bid closing date and from PWGSC's request. The sample must be properly identified with the size and the RCMP Stock Number.
- 2) The Bidder must deliver the required pre-award, test reports and CofCs at no charge to Canada and must ensure that they are received **within 35 calendar** days from PWGSC's request. If any supporting documentation (test report or CofC) is missing, the Contracting Authority will inform the Bidder in writing and provide the Bidder with two (2) working days from the request to submit the missing documentation. Failure to submit the pre-award sample or the supporting documentation within the specified timeframe will result in the bid being declared non-responsive.
- 3) The Bidder must ensure that the required pre-award sample is manufactured in accordance with the technical requirement and is fully representative of the bid submitted. Rejection of the pre-award sample will result in the bid being declared non-responsive. The sample submitted by the Bidder will remain the property of Canada.
- 4) Government Available Material (GAM) is required for the manufacture of the pre-award sample. One (1) metre of the Cloth, Twill, Polyester/Cotton will be provided by the RCMP at no cost to the Bidder for the pre-award sample only. The list of GAM is detailed in Annex A under Article A.6 Government Available Material (GAM).
- 5) The pre-award sample will be evaluated for quality of workmanship and conformance to specified materials and measurements. Minor observations will not be a reason to reject the sample unless, in the opinion of the technical evaluator, they are considered to render the items unserviceable. However, only one deviation will result in the bid being declared non-responsive.
- 6) An RCMP viewing sample will be provided to bidders who are requested to provide a pre-award sample and is to be used for guidance for all factors not covered by the specification G.S. 1045-071. The specification shall govern.
- 7) The viewing sample is not to be damaged or cut, but returned in the same condition as sent to the Bidder. The viewing sample should be returned to the RCMP with the pre-award sample. If the viewing sample is not returned with the pre-award sample, the Bidder will have fourteen (14) calendar days upon written notice from the Contracting Authority to return the viewing sample. Failure to return the viewing samples within that timeframe will result in the bid being declared non-responsive. Lost or damaged viewing samples shall be reimbursed to the RCMP for the cost of an acceptable replacement.
- 8) **Supporting Documentation - Laboratory Analysis - Test Reports:** Laboratory analysis (as defined hereunder) of the product offered showing test reports for specific tests listed hereunder of physical properties detailed in the technical requirement must be provided with the pre-award sample. The test reports must be dated within **12 months** of the solicitation posting date.

| Component  | Test Requested  |
|------------|---|
| Insulation | G.S. 1045-071, para. 4.1.3. and Table I, line 1 - CLO |

**Definition – Laboratory Analysis:** Test report documents signed and dated by an independent, third-party accredited laboratory acceptable to the RCMP must include the test method, test conditions and test results performed to verify requirements as specified in the specification.

9) **Supporting Documentation - Certificates of Compliance:** In addition, Certificates of Compliance (as defined hereunder) is required with the pre-award sample for each of the components listed below. The Certificates of Compliance must be dated **within 18 months** of the solicitation posting date. The RCMP reserves the right to request the original version of any Certificate of Compliance provided by the Bidder. The Bidder will have three (3) calendar days upon written notice from the Contracting Authority to provide the original Certificate(s) of Compliance. Failure to provide the original Certificate(s) of Compliance within that timeframe may result in the bid being declared non-responsive.

| Component  | Specification and Reference Paragraph             |
|------------|---|
| Fur Trim   | G.S. 1045-071, para. 4.1.2                        |
| Insulation | G.S. 1045-071, para.4.1.3 and Table I lines 2 & 3 |
| Lining     | G.S. 1045-071, para. 4.1.4                        |

**Definition - Certificate of Compliance:** A Certificate of Compliance is defined, for this document, as a signed and dated certification to confirm that a specified component or requirement adheres to the specification. The certification must be prepared, signed and dated by an official representative of the component manufacturer using company letterhead making reference to the specification number and paragraph number. It must specifically address the component or requirement and compliance can be shown by referring to a part number, by providing the component values, by providing a manufacturing data sheet to show technical compliance or by a description stating compliance to the requirement. In-house testing is acceptable to show compliance. Copying the specification word for word is not acceptable.

A separate certificate of compliance is required for each individual component or requirement. Multiple components supplied by the same component manufacturer may be submitted on one certificate of compliance as long as the paragraph numbers, the corresponding specification and the components are clearly identified. With this document, the bidder certifies that the product for which the certificate of compliance is issued is the same product used in the bid submission, or in the pre-award samples or in the pre-production samples, or in the production units as applicable.

The Bidder is to note that copies of invoices, purchase orders, packing slips and certificates of compliance for products or components that are not manufactured by the certifier are not suitable for use as a certificate of compliance.

10) Rejection of a pre-award or test report or certificate of compliance will result in the bid being declared non-responsive.

11) The requirement for pre-award sample, test reports and certificates of compliance will not relieve the successful bidder from submitting samples, test reports and certificates of compliance as required by the contract terms or from strictly adhering to the technical requirement of this Request for Proposal and any resultant contract.

## 4.1.2 Financial Evaluation

### 4.1.2.1 Mandatory Financial Criteria

- a. The Bidder must submit firm unit prices in Canadian dollars, applicable taxes are excluded, DDP (Destination as identified in Annex A) Incoterms 2000, transportation costs included, all applicable Customs Duties and Excise taxes included.
- b. The Bidder must submit firm unit pricing for all items at destination including for the options and "as and when requested" quantities (specials and regular sizes).

### 4.1.2.2 SACC MANUAL CLAUSE

[A9033T](#) 2012/07/16 Financial Capability

## 4.2 Basis of Selection

A bid must comply with all requirements of the bid solicitation and meet all mandatory technical and financial evaluation criteria to be declared responsive.

The responsive bid with the lowest evaluated aggregate price will be recommended for award of a contract (1 contract only). Evaluation will be established using the firm quantity for the item at destination and 100% of the option quantity and 100% of the "as and when requested" quantities (specials and regular sizes).

For the financial evaluation of the "as & when requested" regular sizes only, the unit price that will be used will be determined by calculating the average of the unit prices submitted for each year.

## 4.3 Contract Financial Security

1. If this bid is accepted, the Bidder may be required to provide contract financial security, after the bid closing date and within 10 calendar days from receipt of a written request from the Contracting Authority.
  - i. a security deposit as defined in clause "Security Deposit Definition" in the amount of up to ten percent (10%) of the contract price.
2. Security deposits in the form of government guaranteed bonds with coupons attached will be accepted only if all coupons that are unmaturing, at the time the security deposit is provided, are attached to the bonds. The Contractor must provide written instructions concerning the action to be taken with respect to coupons that will mature while the bonds are pledged as security, when such coupons are in excess of the security deposit requirement.
3. If Canada does not receive the required financial security within the specified period, Canada may, as its discretion, accept another offer, issue a new bid solicitation, award a contract or reject all the bids.

## 4.4 Security Deposit Definition

1. "security deposit" means
  - (a) a bill of exchange that is payable to the Receiver General for Canada, and certified by an approved financial institution or drawn by an approved financial institution on itself; or
  - (b) a Government guaranteed bond; or
  - (c) an irrevocable standby letter of credit, or
  - (d) such other security as may be considered appropriate by the Contracting Authority and approved by Treasury Board;

2. "approved financial institution" means
  - (a) any corporation or institution that is a member of the Canadian Payments Association;
  - (b) a corporation that accepts deposits that are insured by the Canada Deposit Insurance Corporation or the "Régie de l'assurance-dépôts du Québec" to the maximum permitted by law;
  - (c) a credit union as defined in paragraph 137(6) the *Income Tax Act*;
  - (d) a corporation that accepts deposits from the public, if repayment of the deposits is guaranteed by Canadian province or territory; or
  - (e) the Canada Post Corporation.
  
3. "government guaranteed bond" means a bond of the Government of Canada or a bond unconditionally guaranteed as to principal and interest by the Government of Canada that is:
  - (a) payable to bearer;
  - (b) accompanied by a duly executed instrument of transfer of the bond to the Receiver General for Canada in accordance with the *Domestic Bonds of Canada Regulations*;
  - (c) registered in the name of the Receiver General for Canada.
  
4. "irrevocable standby letter of credit"
  - (a) means any arrangement, however named or described, whereby a financial institution (the "Issuer"), acting at the request and on the instructions of a customer (the "Applicant"), or on its behalf,
    - (i) will make a payment to or to the order of Canada, as the beneficiary;
    - (ii) will accept and pay bills of exchange drawn by Canada;
    - (iii) authorizes another financial institution to effect such payment, or accept and pay such bills of exchange; or
    - (iv) authorizes another financial institution to negotiate, against written demand(s) for payment, provided that the conditions of the letter of credit are complied with.
  - (b) must state the face amount which may be drawn against it;
  - (c) must state its expiry date;
  - (d) must provide for sight payment to the Receiver General for Canada by way of the financial institution's draft against presentation of a written demand for payment signed by the authorized departmental representative identified in the letter of credit by his/her office;
  - (e) must provide that more than one written demand for payment may be presented subject to the sum of those demands not exceeding the face amount of the letter of credit;
  - (f) must provide that it is subject to the International Chamber of Commerce (ICC) Uniform Customs and Practice (UCP) for Documentary Credits, 2007 Revision, ICC Publication No. 600. Pursuant to the ICC UCP, a credit is irrevocable even if there is no indication to that effect; and
  - (g) must be issued (Issuer) or confirmed (Confirmer), in either official language, by a financial institution that is a member of the Canadian Payments Association and is on the letterhead of the Issuer or Confirmer. The format is left to the discretion of the Issuer or Confirmer.

## **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) ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](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 Canadian Content Certification**

###### **5.2.3.1.1 SACC Manual clause [A3050T](#) (2014/11/27) Canadian Content Definition**

###### **Rules of Origin - Apparel**

With reference to the Canadian Content Certification clause, apparel goods are considered to be Canadian goods according to the North American Free Trade Agreement Rules of Origin as follows:

Apparel goods classified in Chapters 61 and 62 of the Harmonized System that are both cut (or knit to shape) and sewn in Canada will be considered Canadian goods.

### **Canadian Content Certification**

This procurement is limited to Canadian goods.

The Bidder certifies that:

( ) the good(s) offered are Canadian goods as defined in paragraph 1 of clause A3050T.

### **Plant Location**

Items will be manufactured at: \_\_\_\_\_

#### **5.2.3.2 Agreement on International Humane Trapping Standards (AIHTS)**

The Bidder certifies that its trappers and, if applicable, those of its supplier(s) are certified and fully meet the requirements of AIHTS for muskrat trapping.

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Date (D/M/Y)**

#### **5.2.3.3 Sample and Production Certification**

The Bidder certifies that:

( ) the manufacturer that produced the pre-award sample will remain unchanged for the pre-production sample and full production of the contract quantity [(including option quantities and "as and when requested" quantities (specials and regular sizes)].

### **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 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**

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

#### **6.4 Term of Contract**

##### **6.4.1 Delivery Requested (Desirable) - Firm Quantity**

The RCMP is requesting that the first shipment be made within **45 calendar days** from the date of the written notice of approval of the pre-production sample.

---

**Delivery - Firm Quantity – Phased**

The first delivery must be made within \_\_\_\_\_ calendar days from the date of the written notice of approval of the pre-production sample. The quantity delivered must be \_\_\_\_\_ units. The balance must be delivered at the rate of \_\_\_\_\_ units weekly after the first delivery until completion of the Contract.

**Delivery – Firm Quantity – Phased - (if PPS is waived)**

The first delivery must be made within \_\_\_\_\_ calendar days from the date of the notification of contract award. The quantity delivered must be \_\_\_\_\_ units. The balance must be delivered at the rate of \_\_\_\_\_ units weekly after the first delivery until completion of the Contract.

**Delivery Requested (Desirable) – Options 1 and 2**

It is requested that the first delivery be made within **45 calendar days** from receipt of the contract amendment and after final delivery of the contract quantity.

**Delivery – Options 1 & 2**

The delivery of the option quantity must commence within \_\_\_\_\_ calendar days from receipt of the contract amendment and after final delivery of the contract quantity. The quantity delivered must be \_\_\_\_\_ units. The balance must be shipped at a rate of \_\_\_\_\_ units weekly after the first delivery until completion of the option quantity.

**6.4.1.1 Shipping Instructions - Delivery at Destination**

1. Goods must be consigned to the destination specified in the Contract and delivered:

Delivered Duty Paid (DDP) (destination identified in Annex A) Incoterms 2000 for shipments from commercial contractor.

**6.4.1.2 Packaging, Marking, Rejected Goods, Overrun and Underrun**

**Packaging**

Packing must be in accordance with standard commercial practice to ensure safe delivery at destination. Thirty (30) units to be placed in plain shipping container L-34" x W-12" x D-11 1/4".

**Marking**

(a) Marking and labelling to be in accordance with the Specification.

(b) Size, quantity and RCMP Stock Item Number to be indicated on single unit package, when specified.

(c) Sizes, quantities and RCMP Stock Item Numbers to be indicated on carton.

(d) Proper shipping documents must accompany each shipment. Packing slips must include the contract number, item description, size, RCMP stock item number and quantity per size being shipped.

(e) Manufacturer's markings/advertisements will not appear on this item except on the inside label as per the specification/purchase description. Failure to comply with this article may result in rejection of goods upon inspection.

**Rejected Goods**

If any goods are rejected and are sold to commercial outlets, all RCMP markings and insignia must be removed before being turned over to the purchaser.

### **Overrun/Underrun**

The quantities stated herein represent the quantities to be delivered in satisfaction of this requirement/contract. No overruns or underruns will be permitted. However, should the contractor experience an overrun, they must provide the details in writing to the Contracting Authority only after contracted quantities have been accepted by the RCMP. At their discretion, the Government may consider all or part of the overruns at a discount from the firm price on the original contract. Any unauthorized overruns will be returned to the contractor at their expense.

## **6.5 Authorities**

### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Sylvie Gravel  
Public Works and Government Services Canada  
Acquisitions Branch  
Commercial and Consumer Products Directorate (CCPD)  
Clothing & Textiles Division  
Place du Portage, Phase III, 6A2  
11 Laurier Street  
Gatineau, Quebec K1A 0S5  
Telephone : 613-240-7281 Facsimile: 819-956-5454  
E-mail address: sylvie.gravel@tpsgc-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 Technical Authority**

The Technical Authority for this Contract is:

RCMP - Uniform & Equipment Program  
Design and Technical Authority Section  
440 Coventry Road (Warehouse Bldg.)  
Ottawa, Ontario K1A 0R2

The Technical 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 Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

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

The person responsible for :

#### **General enquiries**

Name: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Facsimile No.: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

### Delivery follow-up

Name: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Facsimile No.: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment – Firm Unit Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in Annex A for a cost of \$\_\_\_\_\_ (*amount to be inserted 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 Price Adjustment – Fur

1. The portion of the price directly related to the base transaction cost of muskrat fur may be subject to price adjustment (increase or decrease) at any time during the contract period but not before \_\_\_\_\_ (*insert the date corresponding to the end of the 30-day period after contract award*).

The price will be adjusted using the percentage of the supported increase or decrease that impacts the Contractor by applying it to the applicable base transaction cost.

2. To request a price adjustment, the Contractor must provide the Contracting Authority with a written notice indicating the increase or decrease in the base transaction cost of muskrat fur necessary to complete the requirement of the Contract, if applicable. Supporting documentation by way of invoices paid by the contractor to acquire the necessary muskrat fur for the contract is to be submitted with the notice.

Canada reserves the right to seek further supporting information as deemed necessary.

3. The acceptance of any price adjustment will be entirely at Canada's discretion and will be based on the validity of the supporting documentation provided at time of requested price adjustment.

4. The base transaction cost of muskrat fur subject to price adjustment is as follows:

Muskrat fur: \_\_\_\_\_ pelts per hat at a base transaction cost of \$\_\_\_\_\_ per pelt and which represent \_\_\_\_\_ percent of the unit price(s) of each hat.

5. Upon request the Contractor must provide a copy of the applicable invoices to support the above base transaction cost.

6. Any price adjustment must be approved by the Contracting Authority and will be evidenced through a contract amendment.

### 6.6.3 SACC Manual Clauses

[H1001C](#) 2008/05/12 Multiple Payments

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

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

*(to be inserted at contract award)*

#### **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 following address for certification and payment

Royal Canadian Mounted Police  
Uniform & Equipment Program, 2nd floor  
Attn: Planning & Accounting Section  
440 Coventry Road (Warehouse Bldg.)  
Ottawa, Ontario K1A 0R2

(b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract (an electronic copy is sufficient).

(c) One (1) copy must be forwarded to the consignee.

#### **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.

##### **6.8.2 SACC Manual Clauses**

[A3060C](#) 2008/05/12 Canadian Content Certification

#### **6.9 Applicable Laws**

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

#### **6.10 Priority of Documents**

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

- a) the Articles of Agreement;
- b) the general conditions [2030](#) (2016/04/04), General Conditions - Goods (Higher Complexity);
- c) Annex "A", Requirement;
- d) Annex "C", Specification G.S. 1045-071 dated 2017-04-13;
- e) Viewing sample;
- f) the Contractor's bid dated \_\_\_\_\_

**6.11 Materials: Contractor's Total Supply and Government Available Material**

The Contractor will be responsible for obtaining all materials required in the manufacture of the item(s) specified, including those materials specified as being Government available and which must be purchased from the Government. The delivery stated herein allows the necessary time to obtain such materials.

**6.12 Plant Closing**

The Contractor's plant closing for Christmas and Summer holidays are as follows. During this time there will be no shipments.

|         |                   |            |          |
|---------|-------------------|------------|----------|
| YEAR 1: | Christmas Holiday | FROM _____ | TO _____ |
|         | Summer Holiday    | FROM _____ | TO _____ |
| YEAR 2: | Christmas Holiday | FROM _____ | TO _____ |
|         | Summer Holiday    | FROM _____ | TO _____ |
| YEAR 3: | Christmas Holiday | FROM _____ | TO _____ |
|         | Summer Holiday    | FROM _____ | TO _____ |

**6.13 Plant Location**

Items will be manufactured at: \_\_\_\_\_

**6.14 Subcontractor(s)**

The following subcontractor(s) will be utilized in the performance of the contract.

Name of Company: \_\_\_\_\_  
Location: \_\_\_\_\_  
Value of subcontract: \$ \_\_\_\_\_  
Nature of subcontracting work performed: \_\_\_\_\_

Subcontractors, other than those listed above, may not be utilized without the written permission of Canada.

**6.15 Origin of Work - Disclosure of Information**

1. For each line item, the Contractor must specify the name(s) of all countries where the apparel goods are cut (or knit to shape) or sewn, regardless of whether the work is to be performed by the Contractor or one of its subcontractor(s).
2. The Contractor agrees that Canada may publicly disclose the information provided with respect the countries of origin.
3. The Contractor must immediately inform Canada in writing of any and all changes affecting the information provided under this clause during the entire contract period.

**6.16 Pre-Production Sample (PPS)**

1. Unless a waiver is granted by the RCMP Technical Authority, one pre-production sample (PPS) of the Cap, Fur, Unisex, Size 7, Stock Number 2975-300 is required for evaluation prior to production. Requests for a waiver by the Contractor must be submitted in writing to the Contracting Authority. The waiving of the PPS will be at the sole discretion of the Technical Authority. The Technical Authority will provide notification of the waiver in writing to the Contractor and Contracting Authority.

2. The PPS must be submitted to the RCMP Technical Authority for acceptance within **35 calendar days** from the date of the contract award. The viewing sample, if provided, should accompany this package. The Contractor must deliver the required PPS transportation charges prepaid, and without charge to Canada. The PPS submitted by the Contractor will remain the property of Canada.

3. The Contractor must carry out all required inspection and tests to verify conformance to the technical requirements of the Contract.

4. The Technical Authority will notify the Contractor, in writing, of the full acceptance, conditional acceptance, or rejection of the PPS. A copy of the notification will also be provided by the Technical Authority to the Contracting Authority. The notice of the full acceptance or conditional acceptance does not relieve the Contractor from complying with all requirements and conditions of the Contract.

5. If the PPS is rejected, the Contractor must submit a second PPS within 21 calendar days of notification of rejection from the Technical Authority. Rejection by the Technical Authority of the second PPS submitted by the Contractor for failing to meet the contract requirements will be grounds for termination of the Contract for default.

6. The Contractor must not commence production of the items and must not make any deliveries until the Contractor has received a written notification from the Technical Authority that the PPS is fully acceptable or conditionally acceptable. Any production of items before acceptance will be at the sole risk of the Contractor. If the PPS is accepted by either full acceptance or conditional acceptance, the Contractor must proceed with production as per the Contract requirements.

#### **6.17 Technical Requirements during Production**

1) In addition to the PPS, and if requested by the Technical Authority, the Contractor must submit one or more production samples, certificates of compliance and test reports at any time during the contracting/production stage. This requirement will be done in writing by the RCMP Technical Authority.

2) Rejection by the Technical Authority of the production sample or certificates of compliance or test reports submitted by the Contractor for failing to meet the contract requirements will be grounds for termination of the Contract for default.

#### **6.18 Viewing Samples - Guidance Only**

The viewing samples are to be used for guidance for all factors not covered by the RCMP specification. The RCMP specification shall govern.

#### **6.19 Viewing Samples - Return to Sender**

The viewing samples which may have been sent to the Contractor, are to be returned to the sender upon completion of the Contract.

The viewing samples are not to be mutilated or cut, and must be returned in the same condition as sent to the Contractor.

#### **6.20 Specifications and Standards**

##### **6.20.1 Canadian General Standards Board (CGSB) - Standards**

A copy of the CGSB Standards referred to in the Contract is available and may be purchased from:

Canadian General Standards Board  
Place du Portage III, 6B1  
11 Laurier Street  
Gatineau, Québec  
Telephone: (819) 956-0425 or 1-800-665-CGSB (Canada only)  
Fax: (819) 956-5740  
E-mail: [ncr.cgsb-ongc@pwgsc-tpsgc.gc.ca](mailto:ncr.cgsb-ongc@pwgsc-tpsgc.gc.ca)  
CGSB Website: <http://www.tpsgc-pwgsc.gc.ca/ongc-cgsb/index-eng.html>

## 6.21 Financial Security

1. Canada may convert the security deposit to the use of Canada if any circumstance exists which would entitle Canada to terminate the Contract for default, but any such conversion will not constitute termination of the Contract.
2. Where Canada so converts the security deposit:
  - (a) the proceeds will be used by Canada to complete the Work according to the conditions of the Contract, to the nearest extent that it is feasible to do so and any balance left will be returned to the Contractor on completion of the warranty period; and
  - (b) if Canada enters into a Contract to have the Work completed, the Contractor will:
    - (i) be considered to have irrevocably abandoned the Work; and
    - (ii) remain liable for the excess cost of completing the Work if the amount of the security deposit is not sufficient for such purpose. "Excess cost" means any amount over and above the amount of the Contract Price remaining unpaid together with the amount of the security deposit.
3. If Canada does not convert the security deposit to the use of Canada before completion of the contract period, Canada will return the security deposit to the Contractor within a reasonable time after such date.
4. If Canada converts the security deposit for reasons other than bankruptcy, the financial security must be reestablished to the level of the amount stated above so that this amount is continued and available until completion of the contract period.

## ANNEX «A» REQUIREMENT

### A.1. TECHNICAL REQUIREMENT

The Contractor is required to provide Canada for the Royal Canadian Mounted Police (RCMP) with Unisex Fur Caps in accordance with the RCMP specification G.S. 1045-071 dated April 13, 2017 and the viewing sample.

### A.2. ADDRESSES

| Destination Address  | Invoicing Address   |
|--|---|
| Royal Canadian Mounted Police<br>Uniform & Equipment Program<br>440 Coventry Road, East Door<br>Ottawa, Ontario<br>K1K 2C4 | Royal Canadian Mounted Police<br>Uniform & Equipment Program, 2nd floor<br>Attn.: Planning & Accounting Section<br>440 Coventry Road (Warehouse Bldg.)<br>Ottawa, Ontario K1A 0R2 |

### A.3. DELIVERABLES

#### CONTRACT QUANTITY

| Item | Description      | Firm Quantity |               | Firm Unit Price, DDP,<br>Transportation costs included,<br>Applicable taxes extra |
|------|------------------|---------------|---------------|---|
|      |                  | Firm Quantity | Unit of Issue |   |
| 1    | Cap, Fur, Unisex | 4,470         | Each          | \$ _____  |

#### SIZE ROLL

Priority in production and delivery to be given to sizes 7 ½, 7 5/8 , and 7 3/4.

| Stock Number | Size  | Quantity (each) |
|--------------|-------|-----------------|
| 2975-203     | 6 3/4 | 60              |
| 2975-254     | 6 7/8 | 270             |
| 2975-300     | 7     | 480             |
| 2975-351     | 7 1/8 | 780             |
| 2975-408     | 7 1/4 | 1050            |
| 2975-459     | 7 3/8 | 870             |
| 2975-505     | 7 1/2 | 540             |
| 2975-556     | 7 5/8 | 240             |
| 2975-602     | 7 3/4 | 180             |

**“As and When Requested” Quantity - Regular sizes**

| Item | Description      | Estimated Quantity | Unit of Issue | Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra |
|------|------------------|--------------------|---------------|---|
| 2    | Cap, Fur, Unisex | 500                | Each          | Year 1 \$ _____<br>Year 2 \$ _____<br>Year 3 \$ _____                       |

Year 1 – Firm unit price if ordered within 12 months from contract award  
Year 2 – Firm unit price if ordered within 13-24 months from contract award  
Year 3 – Firm unit price if ordered within 25-36 months from contract award

**“As and When Requested” Quantity - Special sizes**

| Item | Description      | Estimated Quantity | Unit of Issue | Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra |
|------|------------------|--------------------|---------------|---|
| 3    | Cap, Fur, Unisex | 25                 | Each          | \$ _____  |

**OPTION 1**

| Item | Description      | Estimated Quantity | Unit of Issue | Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra |
|------|------------------|--------------------|---------------|---|
| 4    | Cap, Fur, Unisex | 1,000              | Each          | \$ _____  |

**OPTION 2**

| Item | Description      | Estimated Quantity | Unit of Issue | Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra |
|------|------------------|--------------------|---------------|---|
| 5    | Cap, Fur, Unisex | 1,000              | Each          | \$ _____  |

**A.4 “AS AND WHEN REQUESTED” QUANTITIES - Identified as Items 2 & 3**

Under this Contract, the Contractor is required to provide certain goods to Canada on an “as and when requested” basis. Except as expressly provided in this Contract, Canada is not obliged to request any such goods under this Contract and this Contract does not represent a commitment to purchase such goods exclusively from the Contractor.

RCMP may issue orders for “as and when requested” quantity directly to the Contractor detailing the exact quantities of goods being ordered and the delivery date during the effective period and in accordance with the predetermined conditions.

The quantity of “as and when requested” goods specified under items 2 & 3 is only an approximation of requirements.

Order will be made on Form 942 (special sizes) or on a RCMP order form (regular sizes).

The period for placing “as and when requested” orders will be **36 months** from contract award date.

**Specials (made-to-measure):** Insofar as specials are concerned, the RCMP will provide an individual measurement form adapted to the individual's special measurements. The Contractor is responsible to make the garment according to the finished garment measurements when using the measurement form. If the Contractor requires additional measurements, the Technical Authority must be notified prior to starting the specials. In addition to the label information as specified in paragraph 4.3.8 of the specification, the following information is required: member's name, Regimental Number, and order number. This information can be added to the same label or a separate label. Specials are to be shipped separately and identified as "SPECIALS" on the packing slip and invoices.

Delivery of the "as & when requested" quantity for regular sizes:

The RCMP is requesting that delivery of regular sizes be made within 45 calendar days after receipt of order document.

Delivery of regular sizes will be made within \_\_\_\_\_ calendar days after receipt of the order document.

Delivery of the "as & when requested" quantity for special sizes:

The RCMP is requesting that delivery of special sizes be made within 45 calendar days after receipt of order document.

Delivery of special sizes will be made within \_\_\_\_\_ calendar days after receipt of order document.

Deliveries made against orders of the "as and when requested" quantities will be inspected by the Consignee at destination.

**Financial Limitation**

The total cost to Canada resulting from orders of "as and when requested" quantities must not exceed the sum of \$ \_\_\_\_\_ (to be established at contract), applicable taxes extra, unless otherwise authorized in writing by the Contracting Authority. The Contractor must not be obligated to perform any work or services or supply any articles in response to orders which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

**A.5 OPTION QUANTITIES - Identified as Items 4 & 5**

The Contractor grants to Canada the irrevocable option to acquire the goods described under items 4 & 5 and under the same terms and conditions and at the prices stated in the Contract. Two (2) options may be exercised for a minimum quantity of 500 units up to a maximum of 1,000 units per option.

The options may only be exercised by the Contracting Authority and will be evidenced through a contract amendment. Only one amendment may be issued to exercise each option.

The Contracting Authority may exercise the option as follows:

Option 1: within **12 months** from the contract award date by sending a written notice to the Contractor.

Option 2: within **24 months** from the contract award date by sending a written notice to the Contractor.

The size roll will be provided if and when the option is exercised.

**A.6 GOVERNMENT AVAILABLE MATERIAL (GAM)**

The following government available material is required for the manufacture of the items and must be purchased from the RCMP.

CORCAN, Kingston:

9150-000 Cloth, Twill, Polyester/Cotton, Navy, 162 cm wide @ \$8.06/metre.

Solicitation No. - N° de l'invitation  
M7594-181654/A  
Client Ref. No. - N° de réf. du client  
M7594-181654

Amd. No. - N° de la modif.  
File No. - N° du dossier  
pr723.M7594-181654

Buyer ID - Id de l'acheteur  
pr723  
CCC No./N° CCC - FMS No./N° VME

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It is recommended that the Contractor purchase, within seven (7) calendar days following the date of contract award, sufficient materials from the Royal Canadian Mounted Police to make up the pre-production sample. Any delay in submitting the GAM order will not be grounds to request an extension for the submission of the pre-production sample or for delivery of the goods. The Contractor agrees that with the exception of material required for the pre-production sample, no GAM will be cut, used or processed until the Technical Authority has approved the pre-production sample and provided a written notice of acceptance.

The material must be paid in advance of shipment by certified cheque (including applicable taxes) payable to the Receiver General for Canada. The certified cheque must be forwarded to the RCMP, Uniform and Equipment Program, Warehouse Building, 440 Coventry Road, Ottawa, Ontario K1A 0R2, Attn: Planning & Accounting Section.

Shipping instruction must be included with the order.

## **ANNEX "B"**

### **ELECTRONIC PAYMENT INSTRUMENTS**

*As indicated in Part 3, clause 3.1.2, the Bidder must identify which electronic payment instruments they are willing to accept for 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)

Solicitation No. - N° de l'invitation  
M7594-181654/A  
Client Ref. No. - N° de réf. du client  
M7594-181654

Amd. No. - N° de la modif.  
File No. - N° du dossier  
pr723.M7594-181654

Buyer ID - Id de l'acheteur  
pr723  
CCC No./N° CCC - FMS No./N° VME

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## **ANNEX “C”**

### **SPECIFICATION G.S. 1045-071 DATED 2017-04-13**

(see attached document)



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Doc. no: G.S. 1045-071  
Date: 2017-04-13

## Specification

### Cap, Fur, Unisex

This document has 12 pages including the drawings.

This document was created in English.

The document is available in English and French.

English/Anglais  
Français/French

The photograph on this page is for reference only.





## **RCMP VIEWING SAMPLE**

A viewing sample, when available, will be supplied to the successful bidder.

This will be used for the guidance of the manufacturer in all factors not covered by this specification or referred to therein. Variation from the specification may appear in the sample in which case the specification must govern.

It may be obtained from:

Royal Canadian Mounted Police  
ATTN: Uniform and Equipment Program  
(440 Coventry Road, Warehouse Building)  
1200 Vanier Parkway  
Ottawa, Ontario  
K1A 0R2

It will be sent “prepaid” and is to be returned “prepaid”.

The viewing sample must be returned to the RCMP in the same condition as received by the manufacturer. Lost or damaged viewing samples must be replaced by an identical item or the RCMP must be reimbursed for the cost of an acceptable replacement.

**SPECIFICATION**  
**Cap, Fur, Unisex**

**1 Definitions**

- 1.1 This specification must govern the manufacture and inspection of the Cap, Fur, Unisex. The specific item covered under this specification with stock number is as follows:
- i. 2975 Cap, Fur, Unisex / Bonnet de fourrure unisex
- 1.2 This specification, drawing, viewing sample, or other information issued in connection therewith, may only be used for specific enquiries, solicitations, or orders placed on behalf of the Royal Canadian Mounted Police.
- 1.3 This specification supersedes all previous specifications for Cap, Fur, Unisex.
- 1.4 This specification has been translated into French from this original English language document.

**2 Applicable Specifications**

- 2.1 The following publications are applicable to this specification and to the issues in effect on the date of the solicitation, unless otherwise specified.
- 2.2 CAN/CGSB 4.2, Textile Test Methods; 5.1-M90 (2013), 14-2005, 37-2002 (R2013).
- 2.3 ASTM, American Society for Testing and Materials; Method D3776/D3776M-09a (2013) Option C
- 2.4 ISO, International Standards Organization; 11092:2014
- 2.5 CAN/CGSB 4.131-93, Thread, Polyester, Polyester Covered.
- 2.6 RCMP, G.S.1045-284, Cloth, Twill, polyester/cotton.

**3 General Requirements**

- 3.1 The article or material covered by this specification must be free from material and manufacturing defects that may affect its appearance or serviceability. In all

particulars not covered by this specification or contract documents, production must be equivalent in all respects to the viewing sample.

- 3.2 **Design** – The Cap, Fur, Unisex must be a yukon style cap, fur trimmed, designed in accordance with the attached drawing, forming part of this specification and the viewing sample.

#### 4 **Detail Requirements**

##### 4.1 **Components**

- 4.1.1 **Shell Material** – The shell material must be RCMP stock item number 9150-000, Cloth, Twill, Poly Cotton, and must be purchased from the RCMP.

- 4.1.2 **Fur Trim** – The fur must be Eastern Canada or New York State Spring Muskrat, No. 1 quality, fully furred. Only extra-large skins with the belly trimmed off must be used.

- 4.1.3 **Insulation** – The insulation must be 100% polyester or an olefin and polyester blend, and must be provided with a polyester scrim. The insulation must meet the requirements outlined in Table I.

- 4.1.4 **Lining** – The lining must be a plain weave 100% nylon fabric, 50-60 g/m<sup>2</sup>, black in colour.

- 4.1.5 **Chin Tie** – Must be commercially available gross grain tape, 16 mm wide (5/8") wide, colour dark navy blue to match shell material.

- 4.1.6 **Thread** – Must be polyester core, polyester wrap, Tex 40, of matching colour to shell material, meeting CAN/CGSB 4.131-93.

- 4.2 **Size and Dimensions** – Cap, Fur, Unisex to this specification must be supplied in the sizes specified by the RCMP and to the dimensions given in the scale of measurements and drawings forming part of this specification.

##### 4.3 **Construction**

- 4.3.1 **Skin Preparation** - Any tears and holes in the skins must be repaired and then they must be board blocked. The fur trim for each cap must be cut from 2½ matching skins with the backs centred at each piece. Good appearance and uniformity are

essential. The sides must smooth towards the front and the centre front piece upwards. The leather side of the pieces must be coloured, penetrating through to the fur side, all around the edges at a width of 2 cm. The splitting of skins for the side trim is not permitted.

- 4.3.2 **Stitching** – All stitching must be lockstitch. There must be not less than 4 nor more than 5 stitches per cm. The beginning and ending of all stitching must be securely backstitch tacked unless secured by other stitching.
- 4.3.3 **Outer Shell** – The one-piece crown and flaps must be made of five pieces of shell material specified in Para. 4.1.1, cut in such a way to give a joining seam from top to back with two additional seams on each side. The seams must be turned to one side as per viewing sample and top stitched 1.5 mm gauge. A covered button must be secured at the top where the seams converge.
- 4.3.4 **Fur Trim** – The trim as specified in Para. 4.1.2 must be sewn to the crown and finished as per viewing sample. Care must be taken that the flaps are smooth on both sides. Twisted and pleated trim, as well as gaps between peak and flaps are not acceptable.
- 4.3.5 **Insulation** – The insulation cut from the material specified in Para. 4.1.3, must be of three pieces, and joined to the lining material pieces described in para. 4.3.6. with the scrim side facing outward, towards the outer shell, prior to the lining pieces being joined together. On the finished cap, the insulation layer must be sandwiched between the outer shell and the lining layers.
- 4.3.6 **Lining** – The lining cut from the material specified in Para. 4.1.4, must be of three pieces. The insulation pieces described in para. 4.3.5 must be joined to the lining material pieces, then the lining and insulations pieces together must be seamed and turned with the joining seams running from top to sides and top to back.
- 4.3.7 **Chin Tie** – A chin tie, from the material specified in Para. 4.1.5, 25.5 cm in finished length (+/- 0.5cm tolerance), must be secured in the joining seam of each side flap at the deepest point.
- 4.3.8 **Marking & Cleaning Instructions Label** – Each cap must have a durable label positioned and sewn to the interior. The text must be permanent inks of a contrasting colour and must withstand the life of the garment with no apparent change in appearance. All text except for the RCMP stock number and size must be in size 6 font. The RCMP stock number and size must appear in size 8 font. The manufacturer's identification must not appear anywhere on the garment except

where indicated on the label. The label must contain the following information in English and French:

1. Item name in English as written in Para. 1.1.
2. Item name in French as written in Para. 1.1.
3. RCMP stock number - reference contract documents. (Ex. 2975 XXX)
4. Size of the article. (Ex. 7)
5. Date of manufacture, in numeric format year/month (Ex. 2018/11)
6. Your manufacture identification (Company name or number).
7. Print information as shown below.

|   |   |  |
|---|---|--|
| 1 |   |  |
| 2 |   |  |
| 3 |   |  |
| 4 |   |  |
| 5 |   |  |
| 6 |   |  |
| 7 |   |  |
|   | Spot clean lining or shell fabric as required                                 | Nettoyer les taches sur la doublure ou le tissu de base, au besoin   |
|   | Take to a furrier or dry cleaner specializing in fur cleaning/reconditioning. | Faire appel à un marchand de fourrure ou à un nettoyeur spécialisé dans le nettoyage ou le reconditionnement d'articles en fourrure. |

**Note:** The manufacturer’s identification must not appear anywhere on the garment except on the garment label as indicated.

4.3.9 **Finishing** – Each cap must be properly shaped and finished to the satisfaction of the RCMP.

5 **Quality Assurance Provisions**

5.1 **Responsibility for Inspection** – Unless otherwise stipulated in the contract, it is the prime contractor's responsibility to satisfy the RCMP, Uniform and Equipment Program that the material and services being supplied conform to this specification. This may be accomplished by performing the tests specified in this specification or by demonstrating to the satisfaction of the RCMP, Uniform and Equipment Program that conformity to this specification of manufacturing processes is assured. The contractor must use any independent, North American, ISO 9001 certified and ISO 17025 “Textile” certified testing facilities. Note: CTT Group Inc., Quebec, is known to meet this requirement.

- 5.2 The RCMP, Uniform and Equipment Program reserves the right to perform any inspection considered necessary to ensure the material and services conform to the specified requirements. For the purpose of inspection, a portion of each delivery not exceeding two percent or two out of any number delivered under 100 may be put to tests that could destroy the articles. If found to be inferior or not in accordance with this specification, all articles so destroyed must be replaced by others of proper quality and pattern at the expense of the contractor. The entire delivery may also be rejected if it is found that articles previously rejected due to non-repairable defects are redelivered for inspection.
- 5.3 The contractor will be promptly notified when any articles are not accepted and such articles will be returned at the contractor's risk and expense.

6. **Scale of Measurement Definitions and Location References**

(Refer to the Scale of Measurements)

6.1 **Body Head Girth** – Measured horizontally around the widest part of the head. (A).

6.2 **Inner Circumference (of Hat)** – Measured on the inside of the hat, on the lining, 1.25 cm above the lining/fur seam. (B).

**Scale of measurements**

**CAP, FUR, UNISEX**

| Size               | Body Head Girth<br>cm | Inner Circumference<br>cm |
|--------------------|-----------------------|---------------------------|
| 6 1/8              | 49                    | 51                        |
| 6 3/8              | 51                    | 53                        |
| 6 1/2              | 52                    | 54                        |
| 6 5/8              | 52                    | 55                        |
| 6 3/4              | 54                    | 56                        |
| 6 7/8              | 55                    | 57                        |
| 7                  | 56                    | 58                        |
| 7 1/8              | 57                    | 59                        |
| 7 1/4              | 58                    | 60                        |
| 7 3/8              | 59                    | 61                        |
| 7 1/2              | 60                    | 62                        |
| 7 5/8              | 61                    | 63                        |
| 7 3/4              | 62                    | 64                        |
| Location Reference | A                     | B                         |
| Range: +/-0.5 cm   |                       | Tolerance: +/-0.5 cm      |

**VITAL FUR TRIM DIMENSIONS**

Height dimensions of cap for sizes 6 3/4 to 7 5/8 inclusive:

| Placement | Height Dimension<br>cm |
|-----------|------------------------|
| Peak      | 13 cm                  |
| Flap      | 15 cm                  |
| Back      | 10.5 cm                |

Smaller and larger sizes must be graded appropriately.

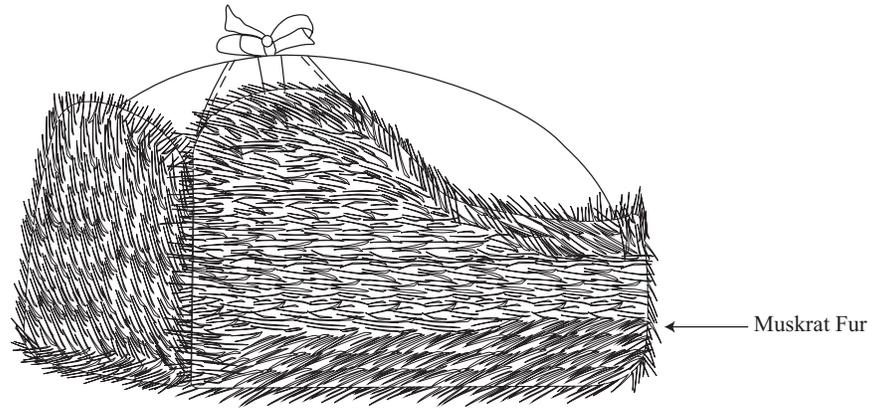
**TABLE I**  
**Properties of Insulation**

|   | <b>Test</b>      | <b>Duration/Conditions</b>               | <b>Requirement</b>                                | <b>Test Method</b>   |
|---|------------------|--|---|--|
| 1 | CLO              | Insulation ONLY – does not include scrim | Initial: 1.6 (min.)                               | <ul style="list-style-type: none"> <li>• ISO 11092:2014</li> </ul>                   |
| 2 | Fabric Thickness | Insulation ONLY – does not include scrim | Initial: 12 mm (max.)                             | <ul style="list-style-type: none"> <li>• CAN/CGSB-4.2 No. 37-2002 (R2013)</li> </ul> |
| 3 | Fibre Content    | Insulation and scrim                     | 100% polyester or a blend of olefin and polyester | <ul style="list-style-type: none"> <li>• CAN/CGSB-4.2 No. 14-2005</li> </ul>         |

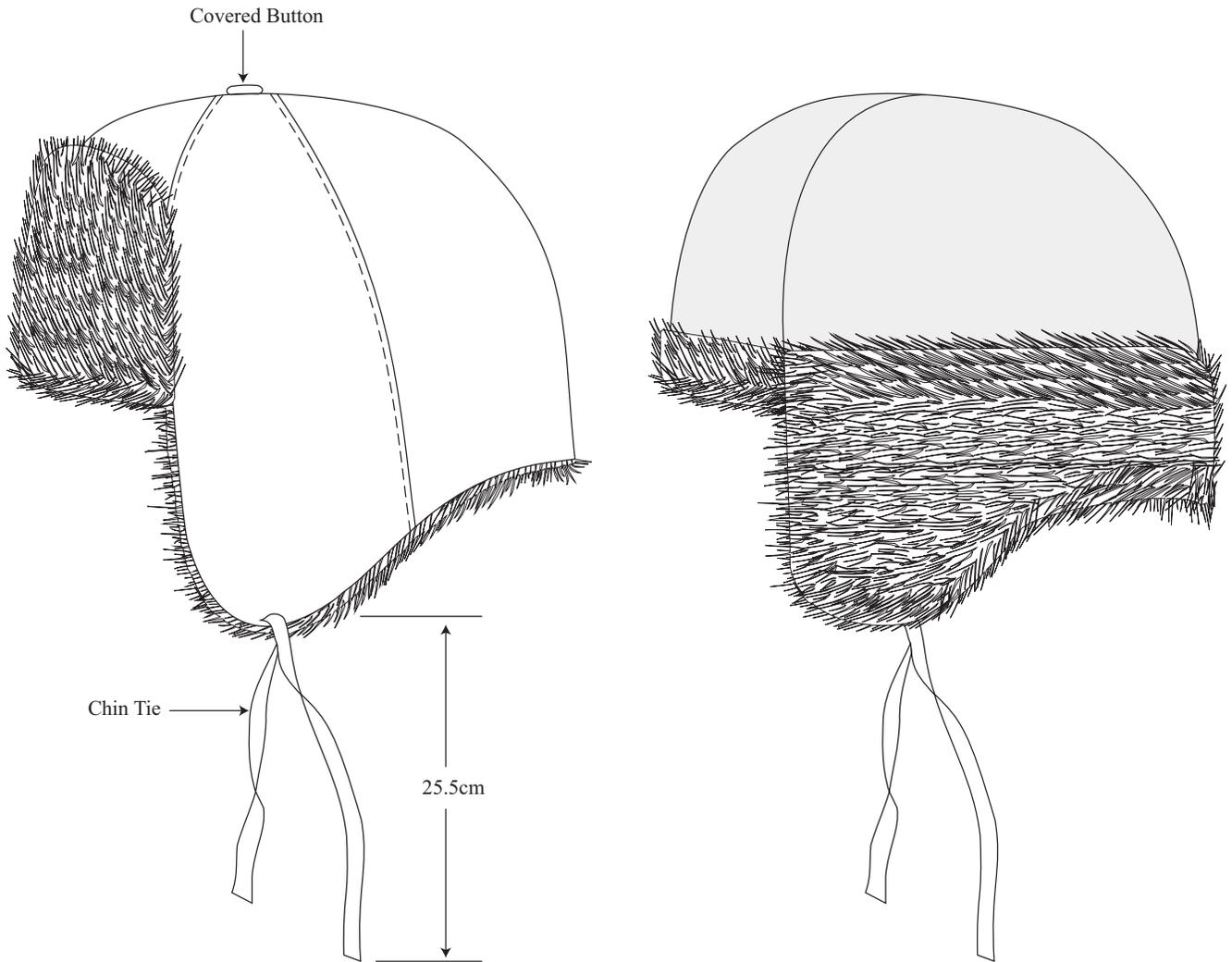
# Drawing 1

G.S. 1045 - 071

Cap, Fur, Unisex



Side View - Exterior



Side View - Interior

NOT TO SCALE  
All measurements are shown in centimeters.  
± 0.5 cm tolerance acceptable unless otherwise indicated.