



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada

1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 1T3
Nova Scotia
Bid Fax: (902) 496-5016

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Title - Sujet Metal Embossing Machines	
Solicitation No. - N° de l'invitation W355B-186707/A	Date 2017-10-25
Client Reference No. - N° de référence du client W355B-18-6707	
GETS Reference No. - N° de référence de SEAG PW-\$HAL-320-10233	
File No. - N° de dossier HAL-7-79122 (320)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-12-05	Time Zone Fuseau horaire Atlantic Standard Time AST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Browne, January	Buyer Id - Id de l'acheteur hal320
Telephone No. - N° de téléphone (902) 401-8687 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE BLDG D200 DR 13 7HD STN FORCES P.O.BOX 99000 HALIFAX NOVA SCOTIA B3K5X5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Atlantic Region Acquisitions/Région de l'Atlantique
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 3C9
Nova Scot

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

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PART 1 - GENERAL INFORMATION

1.1 Requirement

Supply Two (2) Metal Embossers that will be used for the manufacturing of equipment identification tags.

1.2 Debriefings

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

1.3 Trade Agreements

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The 2003 (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days
Insert: 90 days

2.1.1 SACC Manual Clauses

B1000T	Condition of Material - Bid	2014-06-26
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2.2 Submission of Bids

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

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

2.3 Enquiries - Bid Solicitation

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

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

2.4 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Technical – 1 (hard copy)

Section II: Financial Bid – 1 (hard copy)

Section III: Certifications – 1 (hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green](#)

Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

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

Section I: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 Electronic Payment of Invoices – Bid

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

If Annex “C” 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

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Mandatory Evaluation Criteria for the technical bids are included in Annex A1, Technical Statement of Requirements (TSOR).

- a) The criteria in the TSOR will be used to assess whether a bid meets the Mandatory Technical Requirements
- b) The bid will be assessed against the requirements shown in Table 1 "TSOR Mandatory Requirements" and assigned a "PASS" or "FAIL" designation.
- c) For each and every Mandatory requirement listed in Table 1, the Contractor must provide a reference as to where in their proposal it states they have met the Mandatory Requirement.
- d) A compliant bid must PASS all "TSOR Mandatory Requirements".

4.1.2 Financial Evaluation

SACC *Manual* Clause [A0220T](#) (2014-06-26)

4.2 Basis of Selection

4.2.1 Basis of Selection- Mandatory Technical Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](#) 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 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 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>), 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 (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Requirement

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

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Mandatory Delivery Date

All the deliverables must be received on or before March 31, 2018.

6.4.2 Delivery Terms

Goods must be delivered DDP (Delivery Duty Paid) Incoterms 2010 to:

FMF Cape Scott HMC Dockyard
Maritime Forces Atlantic
Door 13 Bldg D-200
Halifax, Nova Scotia, B3K 5X5
Canada

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point:

FMF Cape Scott HMC Dockyard
Maritime Forces Atlantic
Door 13 Bldg D-200
Halifax, Nova Scotia, B3K 5X5
Canada

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: January Browne
Title: Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Acquisitions
Address: 1713 Bedford Row
Halifax, NS, B3J 3C9

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HAL320
CCC No./N° CCC - FMS No./N° VME

Telephone: 902-401-8687
Facsimile: 902-496-5016
E-mail address: january.browne@pwgsc-tpsgc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is:

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

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

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

6.5.3 Contractor's Representative (Bidder to complete)

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

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

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price. Customs duties are included and Applicable Taxes are extra.

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

6.6.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price

6.6.3 Single Payment

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

6.6.4 SACC Manual Clauses

B7500C	Excess Goods	2006-06-16
B1501C	Electrical Equipment	2006-06-16
G1005C	Insurance - No Specific Requirement	2016-01-28

6.6.5 Electronic Payment of Invoices – Contract

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

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

6.7 Invoicing Instructions

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.

Each invoice must be supported by:

- a. a copy of the release document and any other documents as specified in the Contract;
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.

DEP OF NATIONAL DEFENCE
MAR. FORCES ATL FMF CAPE SCOTT,
Blgd D200, Finance, 3rd Floor

PO Box 99000, STN Forces
Halifax Nova Scotia, B3K 5X5
Canada

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws

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

6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity),
- (c) Annex A, Requirement;
- (d) Annex A 1, Mandatory, Technical Statement of Requirements
- (e) Annex B, Basis of payment
- (f) Annex C Electronic payment instruments
- (g) Annex D Integrity requirements
- (h) the Contractor's bid dated _____

ANNEX "A"

STATEMENT OF REQUIREMENT

GENERAL DESCRIPTION

Supply Two (2) Metal Embossers that will be used for the manufacturing of equipment identification tags.
The embosser is to be operated by a personal computer (not part of this purchase description).

SPECIFICATIONS

Tag Dimensions

Width min. 25.4mm (1.00"), Max. 127mm (5.00")
Height min. 19.05mm (0.75"), Max. 101.6mm (4.00")
Thickness min. 0.4mm (.015"), Max. 1.016mm (0.04")

Speed

The embosser must be capable of completing three (3) tags with up to 60 characters in one (1) minute.

Fonts

The embosser must come preloaded with multi font options, and must include Simplex1 and Simplex 2 at minimum

Automatic Loader and Unloader

The embosser must include an input Loader/hopper to allow for automatic feeding of tags. The capacity must be not less than 200 Tags.

Electrical Specifications

The embosser must be suitable for use with 120 Volt 60 Hz power. Max current draw is not to exceed twelve (12) amps.

The embosser must be equipped with a rechargeable lithium battery to provide backup power when required.

The embosser must be equipped with a power supply cable,

Weight

The weight of the Metal Embosser must not exceed 80Kg (177 Lbs)

Dimensions

The maximum external dimensions must not exceed:

Length 635mm (25.0") X Depth 762mm (30.0") X Height 406.4mm (16.0")

Communication with personal computer (PC)

The embosser must be equipped with an RS232 serial port for communication with the PC,

The embosser must be supplied with all software necessary to develop tags and to communicate with the embosser,

The embosser must be supplied with a serial cable,

The embosser must be supplied complete with a USB Software Hardware Key if required to operate the software.

The embosser must include a keyboard for direct connection to the embosser for setup purposes.

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CODES AND STANDARDS

Equipment, as an assembled unit must be certified by an acceptable Certification Organization, and bear a label from a recognized organization on or near the name plate of the assembled machine. The following Certification Organizations are acceptable. The electrical control must bear a label from one of these organizations in order to be recognized as approved.

Canadian Standards Association (CSA)

Entela

Intertek Testing Services

ETL Testing Laboratories

Warnock Hersey (WH)

Underwriters Laboratories of Canada (ULC)

Underwriters Laboratories Inc. (UL)

MET Laboratories Inc. (MET)

TUV Rheinland of North America

Quality Auditing Institute (QAI)

TUV America Inc.

Factory Mutual (FM) Approvals

Omni-Test Laboratories Inc.

Curtis-Straus LLC

Nemko Canada Inc.

NSF International

Labels from all Organizations above (with the exception of CSA and ULC), must be accompanied by a small "c" at the eight o'clock position or Canadian Standard number to indicate the product has been certified to the Canadian Standard.

Electrical equipment that is not certified by one of the above agencies can only be accepted if the equipment is "field" inspected and labeled (complete with verification documentation) by the Canadian Standards Association (CSA), Cantest Ltd, Entela, Intertek Testing Services, MET Laboratories, TUV SUD America Inc, Underwriters Laboratories of Canada, Electrical Safety Authority (ESA), or QPS Evaluation Services Inc. under the Special Inspection Program. This inspection must take place before equipment delivery.

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DOCUMENTATION

The embosser must be supplied with two (2) bound copies of operation and maintenance manuals and one (1) electronic copy on a CD.

ACCESSORIES

The embosser must be supplied with one (1) box of 1000 tags:

Width: 3.37" (85.6mm)
Height: 2.12" (53.85mm)
Hole: One 0.156" (3.96mm) diameter hole centered in one end,
Thickness: 0.015" (0.381mm)
Material: Tin plated steel, #25 Matte

The embosser must be supplied with one (1) box of 1000 tags:

Width: 3.50" (88.9mm)
Height: 1.72" (43.69mm)
Hole: One 0.156" (3.96mm) diameter hole centered in one end,
Thickness: 0.016" (0.406mm)
Material: Mill finish aluminum (3003)

TRAINING

Operator and maintenance training by a qualified Field Service Representative (FSR) is required for the initial start-up, field testing, equipment safety training, and equipment familiarization. The facility and training must be provided by the contractor and must be located off-site in the Halifax Regional Municipality.

Mandatory: The training is part of the purchase price, and therefore must be completed by March 31, 2018 in order for the contractor to fulfill the requirements.

The training must accommodate the following:

Four (4) hours of operator training must be provided for two (2) people.
Two (2) hours of maintenance training must be provided for two (2) people.
The training is for a total of four (4) people.

WARRANTY

The embosser must come with a warranty of not less than one (1) year.

ANNEX A Continued

Sample: Evaluation Grid

Technical Statement of Requirement (TSOR)

The criteria in the TSOR will be used to assess whether a bid meets the mandatory technical requirements.

Bids will be assessed against the requirements shown in Table 1 TSOR mandatory requirements and assigned a pass or fail designation.

A compliant bid must pass all TSOR requirements to be deemed technically compliant.

Table 1 TSOR mandatory requirements.				
Item#		Reference Technical Document and Page Number	Pass	Fail
1	<p>Tag Dimensions</p> <p>-Width min. 25.4mm (1.00"), Max. 127mm (5.00")</p> <p>-Height min. 19.05mm (0.75"), Max. 101.6mm (4.00")</p> <p>-Thickness min. 0.4mm (.015"), Max. 1.016mm (0.04")</p>			
2	<p>Speed</p> <p>The embosser must be capable of completing three (3) tags with up to 60 characters in one (1) minute.</p>			
3	<p>Fonts</p> <p>The embosser must come preloaded with multi font options, and must include Simplex1 and Simplex 2 at minimum</p>			
4	<p>Automatic Loader and Unloader</p> <p>The embosser must include an input Loader/hopper to allow for automatic feeding of tags. The capacity must be not less than 200 Tags.</p>			
5	<p>Electrical Specifications</p> <p>-The embosser must be suitable for use with 120 Volt 60 Hz power. Max current draw is not to exceed twelve (12) amps.</p> <p>-The embosser must be equipped with a rechargeable lithium battery to provide backup power when required.</p> <p>-The embosser must be equipped with a power supply cable.</p>			
6	<p>Weight</p> <p>-The weight of the Metal Embosser must not exceed 80Kg (177 Lbs)</p>			
7	<p>Dimensions</p> <p>- The maximum external dimensions must not exceed: Length 635mm (25.0") X Depth 762mm (30.0") X Height 406.4mm (16.0")</p>			
8	<p>Communication with personal computer (PC)</p> <p>-The embosser must be equipped with an RS232 serial port for communication with the PC,</p> <p>-The embosser must be supplied with all software necessary to develop tags and to communicate with the embosser,</p> <p>-The embosser must be supplied with a serial cable,</p> <p>-The embosser must be supplied complete with a USB Software Hardware Key if required to operate the software.</p> <p>-The embosser must include a keyboard for direct connection to the embosser for setup purposes.</p>			
9	<p>CODES AND STANDARDS</p> <p>Equipment, as an assembled unit must be certified by an acceptable Certification Organization, and bear a label from a recognized organization on or near the name plate of the assembled machine. The following Certification Organizations are acceptable. The electrical control must bear a label from one of these organizations in order to be recognized as approved.</p> <p>A. Canadian Standards Association (CSA) B. Entela C. Intertek Testing Services D. ETL Testing Laboratories E. Warnock Hersey (WH) F. Underwriters Laboratories of Canada (ULC) G. Underwriters Laboratories Inc. (UL)</p>			

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	<p>H. MET Laboratories Inc. (MET) I. TUV Rheinland of North America J. Quality Auditing Institute (QAI) K. TUV America Inc. L. Factory Mutual (FM) Approvals M. Omni-Test Laboratories Inc. N. Curtis-Straus LLC O. Nemko Canada Inc. P. NSF International</p> <p>Labels from all Organizations above (with the exception of CSA and ULC), must be accompanied by a small "c" at the eight o'clock position or Canadian Standard number to indicate the product has been certified to the Canadian Standard.</p> <p>Electrical equipment that is not certified by one of the above agencies can only be accepted if the equipment is "field" inspected and labeled (complete with verification documentation) by the Canadian Standards Association (CSA), Cantest Ltd, Entela, Intertek Testing Services, MET Laboratories, TUV SUD America Inc, Underwriters Laboratories of Canada, Electrical Safety Authority (ESA), or QPS Evaluation Services Inc. under the Special Inspection Program. This inspection must take place before equipment delivery.</p>			
10	<p>DOCUMENTATION</p> <p>The embosser must be supplied with two (2) bound copies of operation and maintenance manuals and one (1) electronic copy on a CD.</p>			
11	<p>WARRANTY</p> <p>The embosser must come with a warranty of not less than one (1) year.</p>			

ANNEX "A1"

Mandatory, Technical Statement of Requirements (TSOR)

Bids will be assessed against the requirements shown in Table 1 TSOR mandatory requirements and assigned a pass or fail designation. A compliant bid must pass all TSOR requirements to be deemed technically compliant.

For each and every Mandatory requirement listed in Table 1, the Contractor must provide a reference as to where in their Proposal it states they have met the Mandatory Requirement. A compliant bid must PASS all "TSOR Mandatory Requirements".

Bidders must complete the table below or be deemed non-compliant.

Note: The Crown is under NO obligation to seek clarification of the bid(s) or the supporting technical documentation provided. Failure to meet any of the following will render your proposal non-compliant and will be given no further consideration

Table 1 TSOR mandatory requirements.		
Item#		Reference Technical Document and Page Number
1	<p>Tag Dimensions</p> <p>-Width -min. 25.4mm (1.00"), Max. 127mm (5.00") -Height -min. 19.05mm (0.75"), Max. 101.6mm (4.00") -Thickness - min. 0.4mm (.015"), Max. 1.016mm (0.04")</p>	
2	<p>Speed</p> <p>The embosser must be capable of completing three (3) tags with up to 60 characters in one (1) minute.</p>	
3	<p>Fonts</p> <p>The embosser must come preloaded with multi font options, and must include Simplex1 and Simplex 2 at minimum</p>	
4	<p>Automatic Loader and Unloader</p> <p>The embosser must include an input Loader/hopper to allow for automatic feeding of tags. The capacity must be not less than 200 Tags.</p>	
5	<p>Electrical Specifications</p> <p>-The embosser must be suitable for use with 120 Volt 60 Hz power. Max current draw is not to exceed twelve (12) amps. -The embosser must be equipped with a rechargeable lithium battery to provide backup power when required. -The embosser must be equipped with a power supply cable.</p>	
6	<p>Weight</p> <p>-The weight of the Metal Embosser must not exceed 80Kg (177 Lbs)</p>	

Table 1
TSOR mandatory requirements.

Item#		Reference Technical Document and Page Number
7	<p>Dimensions</p> <p>- The maximum external dimensions must not exceed: Length 635mm (25.0") X Depth 762mm (30.0") X Height 406.4mm (16.0")</p>	
8	<p>Communication with personal computer (PC)</p> <p>-The embosser must be equipped with an RS232 serial port for communication with the PC, -The embosser must be supplied with all software necessary to develop tags and to communicate with the embosser, -The embosser must be supplied with a serial cable, -The embosser must be supplied complete with a USB Software Hardware Key if required to operate the software. -The embosser must include a keyboard for direct connection to the embosser for setup purposes.</p>	
9	<p>CODES AND STANDARDS</p> <p>Equipment, as an assembled unit must be certified by an acceptable Certification Organization, and bear a label from a recognized organization on or near the name plate of the assembled machine. The following Certification Organizations are acceptable. The electrical control must bear a label from one of these organizations in order to be recognized as approved.</p> <ul style="list-style-type: none"> A. Canadian Standards Association (CSA) B. Entela C. Intertek Testing Services D. ETL Testing Laboratories E. Warnock Hersey (WH) F. Underwriters Laboratories of Canada (ULC) G. Underwriters Laboratories Inc. (UL) H. MET Laboratories Inc. (MET) I. TUV Rheinland of North America J. Quality Auditing Institute (QAI) K. TUV America Inc. L. Factory Mutual (FM) Approvals M. Omni-Test Laboratories Inc. N. Curtis-Straus LLC O. Nemko Canada Inc. P. NSF International <p>Labels from all Organizations above (with the exception of CSA and ULC), must be accompanied by a small "c" at the eight o'clock position or Canadian Standard number to indicate the product has been certified to the Canadian Standard.</p> <p>Electrical equipment that is not certified by one of the above agencies can only be accepted if the equipment is "field" inspected and labeled (complete with verification documentation) by the Canadian Standards Association (CSA), Cantest Ltd, Entela, Intertek Testing Services, MET</p>	

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Table 1
TSOR mandatory requirements.

Item#		Reference Technical Document and Page Number
	Laboratories, TUV SUD America Inc, Underwriters Laboratories of Canada, Electrical Safety Authority (ESA), or QPS Evaluation Services Inc. under the Special Inspection Program. This inspection must take place before equipment delivery.	
10	DOCUMENTATION The embosser must be supplied with two (2) bound copies of operation and maintenance manuals and one (1) electronic copy on a CD.	
11	WARRANTY The embosser must come with a warranty of not less than one (1) year.	

ANNEX "B"

BASIS OF PAYMENT

Note: Bidders are required to complete the pricing table shown below. An incomplete bid (financial or technical) will be deemed non-responsive and will not be considered for further evaluation.

Prices must be in Canadian Dollars (CAD) and include delivery and all applicable charges to the final destination at:

CFB HALIFAX,
Fleet Maintenance Facility Cape Scott,
Building D-200, Door 13
Halifax, Nova Scotia,
B3K 5X5

Prices for Delivery Duty Paid firm lot price for:

1. Supply
2. Delivery
3. Training
4. 1 years full service warranty

Item#	Description	Unit of Measure	Quantity (a)	Unit Price (b)	Extended Price (c) (axb= c)
1	Metal Embossers that will be used for the manufacturing of equipment identification tags. Including one (1) year Warranty.	Each	2	\$	\$
2	The embosser must be supplied with one (1) box of 1000 tags: -Width: 3.37" (85.6mm) - Height: 2.12" (53.85mm) -Hole: One 0.156" (3.96mm) diameter hole centered in one end, -Thickness: 0.015" (0.381mm) -Material: Tin plated steel, #25 Matte	Box	1	\$	\$
3	The embosser must be supplied with one (1) box of 1000 tags: -Width: 3.50" (88.9mm) -Height: 1.72" (43.69mm) -Hole: One 0.156" (3.96mm) diameter hole centered in one end, -Thickness: 0.016" (0.406mm) -Material: Mill finish aluminum (3003)	Box	1	\$	\$
4	TRAINING -Operator and maintenance training by a qualified Field Service Representative (FSR) is required for the initial start-up, field testing, equipment safety training, and equipment familiarization. The facility and training must be provided by the contractor and must be located off-site in the Halifax	Lot	1	\$	\$

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Item#	Description	Unit of Measure	Quantity (a)	Unit Price (b)	Extended Price (c) (axb= c)
	Regional Municipality. -Mandatory: The training is part of the purchase price, and therefore must be completed by March 31, 2018 in order for the contractor to fulfill the requirements. The training must accommodate the following: -Four (4) hours of operator training must be provided for two (2) people. -Two (2) hours of maintenance training must be provided for two (2) people. -The training is for a total of four (4) people.				
	Total Evaluated Price (axb= c)			\$	\$

Applicable taxes extra.

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ANNEX "C" to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

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

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ANNEX "D" INTEGRITY REQUIREMENTS

Bidder must submit with their bid, prior to bid award:

A complete list of names of all individuals who are currently directors of the Bidder; Complete

Legal Name of Supplier:

Supplier

Address: Supplier

PBN:

List of Directors: Please provide a list of names of all individuals currently on the Board of Directors of the above company.

Board of Directors (Full Name and Position)
