



**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

Title - Sujet GLOVES DUTY INSULATED	
Solicitation No. - N° de l'invitation M7594-182816/A	Date 2017-11-03
Client Reference No. - N° de référence du client M7594-182816	
GETS Reference No. - N° de référence de SEAG PW-\$\$PR-761-73687	
File No. - N° de dossier pr761.M7594-182816	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-12-14	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Beaumier, Julie	Buyer Id - Id de l'acheteur pr761
Telephone No. - N° de téléphone (613) 851-9981 ()	FAX No. - N° de FAX (819) 956-3814
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: ROYAL CANADIAN MOUNTED POLICE Uniform & Equipment Program 440 Coventry Road, East Door OTTAWA Ontario K1K 2C4 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

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

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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

- 1.1 SECURITY REQUIREMENT
- 1.2 REQUIREMENT
- 1.3 DEBRIEFINGS
- 1.4 TRADE AGREEMENTS
- 1.5 CANADIAN CONTENT

PART 2 - BIDDER INSTRUCTIONS

- 2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS
- 2.2 SUBMISSION OF BIDS
- 2.3 ENQUIRIES - BID SOLICITATION
- 2.4 APPLICABLE LAWS
- 2.5 TRANSPORTATION COSTS INFORMATION

PART 3 - BID PREPARATION INSTRUCTIONS

- 3.1 BID PREPARATION INSTRUCTIONS

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

- 4.1 EVALUATION PROCEDURES
- 4.2 BASIS OF SELECTION
- 4.3 CONTRACT FINANCIAL SECURITY
- 4.4 SECURITY DEPOSIT DEFINITION

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

- 5.1 CERTIFICATIONS REQUIRED WITH THE BID
- 5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION

PART 6 - RESULTING CONTRACT CLAUSES

- 6.1 SECURITY REQUIREMENT
- 6.2 REQUIREMENT
- 6.3 STANDARD CLAUSES AND CONDITIONS
- 6.4 TERM OF CONTRACT
- 6.5 AUTHORITIES
- 6.6 PAYMENT
- 6.7 INVOICING INSTRUCTIONS
- 6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION
- 6.9 APPLICABLE LAWS
- 6.10 PRIORITY OF DOCUMENTS
- 6.11 MATERIALS: CONTRACTOR TOTAL SUPPLY
- 6.12 DESIGN CHANGE
- 6.13 PLANT CLOSING
- 6.14 PLANT LOCATION
- 6.15 SUBCONTRACTOR(S)
- 6.16 ORIGIN OF WORK - DISCLOSURE OF INFORMATION
- 6.17 OVERSHIPMENT

- 6.18 PRE-PRODUCTION SAMPLES
- 6.19 TECHNICAL REQUIREMENTS DURING PRODUCTION
- 6.20 TECHNICAL REQUIREMENTS FOR OPTIONS
- 6.21 FINANCIAL SECURITY

LIST OF ANNEXES

ANNEX "A" - REQUIREMENT

1. TECHNICAL REQUIREMENT
2. ADDRESSES
3. DELIVERABLES
4. "AS AND WHEN REQUESTED" QUANTITYIES)
5. OPTION QUANTITYIES

ANNEX "B"

- PURCHASE DESCRIPTION GLOVES, DUTY, INSULATED PD-PC-26 DATED 23 JUNE 2017

ANNEX "C"

- EVALUATION GRID PD-PC-26

ANNEX "D"

- USER ACCEPTANCE TRIAL

ANNEX "E"

- INSULATED, DUTY, GLOVES – USER QUESTIONNAIRE

LIST OF APPENDICES.

APPENDIX 1

- ELECTRONIC PAYMENT INSTRUMENTS

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.

Note that a maximum of two (2) bids per Bidder can be submitted. Bidders may submit more than one (1) bid per solicitation; however multiple bids must be submitted in separate bid packages.

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 subject to a preference for 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: 365 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 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 \$ _____

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-) (<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.
- 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 samples, Part 4, Evaluation Procedures, Technical Evaluation).

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 Appendix 1 Electronic Payment Instruments.

If Appendix 1 Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

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

Section III: Certifications

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

Section IV: Additional Information

3.1.3 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.
- (c) The evaluation team will determine first if there are two or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Pre-Award Samples and Supporting Documentation

As part of the technical evaluation, to confirm a Bidder's capability of meeting the technical requirements, pre-award samples listed below, properly identified with the size and the RCMP stock-item number must be included with the bid:

ITEM	Size	Quantity (pairs)	Stock #
1. Gloves, Duty, Insulated, Female	6	1	3560-100
	7	1	3560-200
	8	1	3560-300
	9	1	3560-400
	10	1	3560-500
2. Gloves, Duty, Insulated, Male	7	1	3570-100
	8	1	3570-200
	9	1	3570-300
	10	1	3570-400
	11	1	3570-500
	12	1	3570-600

One pair of glove of each size (6, 7, 8, 9 and 10 for female and 7,8,9,10,11 and 12 for male) and accompanying supporting documentation will be evaluated against the mandatory criteria as detailed in Annex C.

A maximum of two (2) bids per bidder can be submitted. To be considered for this requirement, a Bidder must submit a bid for both the male and female gloves. All pre-award samples of both the male and female glove must be deemed compliant against the requirements in Annex C for the bid to be considered responsive and continue to the next phase(s) of the technical evaluation described at Article 4.1.1.2 and 4.1.1.3.

The Bidder must ensure that the required pre-award samples are manufactured in accordance with the technical requirement and are fully representative of the bid submitted. Rejection of the pre-award samples will result in the bid being declared non-responsive.

The pre-award samples will be evaluated for quality of workmanship and conformance to specified materials and measurements. (Except for substitutions as indicated below)

Substitution: The label for the pre-award samples does not need to be provided on the glove. Instead, a paper copy, exactly as intended for production, may be provided.

In addition to the pre-award samples, supporting documentation listed below are required with the bid:

Certificates of Compliance:

a. Leather, paragraph 4.1.6.1 of the purchase description

The certificates of Compliance must be dated within 6 months of solicitation posting date..

Definition – Certificate of compliance: A signed and dated certification to confirm that a specified component or requirement adheres to the purchase description. The certification must be prepared, signed and dated by an official representative of the component manufacturer using company letterhead. The representative's phone number and email address must be provided.

Test Reports:

b. Table I, Requirements 1-4 of the purchase description

The test reports must be dated after solicitation posting date. The test reports must be performed on production materials and all tests must be performed on the same material within a two week period.

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

Data Sheets:

c. Insulation, paragraph 4.1.6.2 of the purchase description

d. Lining Material, paragraph 4.1.6.3 of the purchase description

Definition – Data Sheet: Data sheet must contain information relevant to the characteristics of the material including: construction, fibre content, thickness, and model number. For insulation materials, the CLO value must also be reported.

Letter of Attestation:

e. Life expectancy, paragraph 4.1.4 of the purchase description

Definition – Letter of Attestation: Letter must include a guarantee signed by the manufacturer to confirm the finished product will perform as claimed.

The Bidder must deliver the required pre-award samples and supporting documentation at no charge to Canada and must ensure they are received with the bid at time and place of bid closing. 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 requires to submit the missing documentation. Failure to submit the required pre-award samples and supporting documentation within the specified time frame will result in the bid being declared non-responsive. The samples submitted by the Bidder will remain the property of Canada.

The requirement for a pre-award samples and supporting documentation will not relieve the successful bidder from submitting samples and supporting documentation as required by the contract terms or from strictly adhering to the technical requirement of this Request for Proposal and any resultant contract.

4.1.1.2 Pre-Trial Evaluation

If necessary, a Pre-trial Evaluation will be completed solely on bids deemed compliant for both Female and Male gloves to the mandatory technical evaluation as per 4.1.1.1 above, as detailed at Annex D.

4.1.1.3 End User Trial Evaluation

An End User Trial Evaluation will be completed solely on bids deemed compliant to the mandatory technical evaluation as per 4.1.1.1 above or on bids chosen at the pre-trial evaluation, if applicable, as detailed at Annex D. At this stage of the evaluation, male and female gloves will be evaluated separately.

To perform the User Acceptance Trial as detailed at Annex D, the compliant bidders will be request to provide pre-award samples of the item listed bellows after the bid closing date, upon a written request from PWGSC, as applicable.

ITEM	Size	Quantity (pairs)	Stock #
1. Gloves, Duty, Insulated, Female	6	1	3560-100
	7	1	3560-200
	8	2	3560-300
	9	1	3560-400
	10	1	3560-500
<hr/>			
2. Gloves, Duty, Insulated, Male	8	5	3570-200
	9	5	3570-300
	10	5	3570-400
	11	5	3570-500
	12	4	3570-600

The Bidder must deliver the required user trial samples at no charge to Canada and must ensure that they are received within 45 calendar days from request. Failure to submit the required user trial samples within the specified time frame will result in the bid being declared non-responsive. The samples submitted by the Bidder will remain the property of Canada.

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 (Ottawa) Incoterms 2000, transportation costs included, all applicable Customs Duties and Excise taxes included.
- b. The Bidder must submit firm unit pricing for all items including options and "as and when requested" quantities.
- c. Evaluation will be established for Male and Female Gloves separately using the firm quantity, 100% of the option quantities and 100% of the "as and when requested" quantities.

4.1.2.2 SACC MANUAL CLAUSE

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

4.2 Basis of Selection

1. To be declared responsive, a bid must:
 - a) comply with all the requirements of the bid solicitation; and
 - b) meet all mandatory technical criteria specified in Annex C of the bid solicitation for both female and male gloves; and
 - c) obtain the required minimum score as detailed at Annex D for the User Acceptance Trial for male and/or female.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The evaluation will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price per kind of Glove (Male and Female) will be recommended for award of a contract (potential for two contracts, one for Male Gloves and one for Female Gloves).

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 unmaturred, 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 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.

5.1.2 Additional Certifications Required with the Bid

5.1.2.1 Canadian Content Certification

5.1.2.1.1 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 conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the good(s) offered are Canadian goods, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the bid will result in the good(s) offered being treated as non-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 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.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Samples and Production Certification

The Bidder certifies that:

() the manufacturer that produced the pre-award samples will remain unchanged for the pre-production samples and full production of the contract quantity, including option quantities and "as and when requested" quantities (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

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) (<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 samples. All firm deliverables are requested complete by June 29, 2018.

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 samples. The quantity delivered must be _____ pairs. The balance must be delivered at the rate of _____ pairs weekly after the first delivery until completion of the Contract.

Delivery- Optional Quantities (items 5 to 10 as per Annex A)

The RCMP is requesting that delivery be made within 45 calendar days from the date of the written notice of approval of the supporting documentation for the options and after final delivery of the contract quantities or the previous option quantities.

Delivery – Optional Quantities

The first delivery must be made within _____ calendar days from the date of the written notice of approval of the supporting documentation for the options and after final delivery of the contract quantities or the previous option quantities. The quantity delivered must be _____ pairs. The balance must be delivered at the rate of _____ pairs weekly after the first delivery until completion of the Contract.

6.4.1.1 Shipping Instructions - Delivery at Destination

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

- (a) Delivered Duty Paid (DDP) (Ottawa) 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. Twenty four (24) units to be placed in plain shipping containers.

Marking

(a) Marking and labelling to be in accordance with the Purchase Description

(b) Size and RCMP Stock Item Number to be indicated on merchandise, if item consists of more than one piece (pair, set) each piece to be marked.

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

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

(e) 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.

(f) 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:

Julie Beaumier
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 : 613-851-9981 Facsimile: 819-956-5454
E-mail address: Julie.Beaumier@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 & 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 Prices

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 SACC Manual Clauses

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

6.6.3 Electronic Payment of Invoices – Contract

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

- a. Direct Deposit (Domestic and International);

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
Email: _____ (to be inserted at contract award)

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

(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 "B", Purchase Description Gloves, Duty, Insulated dated 23 June 2017;
- e) the Contractor's bid dated _____.

6.11 Materials: Contractor Total Supply

The Contractor will be responsible for obtaining all materials required in the manufacture of the item(s) specified. The delivery stated for the item(s) allows the necessary time to obtain such materials.

6.12 Design Change

At any point during the contract, the Technical Authority may request a design change.

6.13 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:	Summer Holiday	FROM _____	TO _____
	Christmas Holiday	FROM _____	TO _____
YEAR 2:	Summer Holiday	FROM _____	TO _____
	Christmas Holiday	FROM _____	TO _____
YEAR 3:	Summer Holiday	FROM _____	TO _____
	Christmas Holiday	FROM _____	TO _____
YEAR 4:	Summer Holiday	FROM _____	TO _____
	Christmas Holiday	FROM _____	TO _____

6.14 Plant Location

Items will be manufactured at: _____

6.15 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.

6.16 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.

6.17 Overshipment

Overshipment will not be accepted unless prior approval is obtained from the Contracting Authority.

6.18 Pre-Production Samples and Supporting Documentation

1. If required by the RCMP Technical Authority, the contractor must provide two (2) pre-production samples listed below for evaluation prior to production. The PPS must be submitted to the RCMP Technical Authority for acceptance within 60 calendar days from date of contract award. 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.
 - a. One (1) pair of gloves, Duty, Insulated, Female, size 8, Stock # 3560-300
 - b. One (1) pair of gloves, Duty, Insulated, Male, size 10, Stock #3570-400

2. If the pre-production samples are rejected, the Contractor must submit second pre-production samples within 21 calendar days of notification of rejection from the Technical Authority.
3. If the pre-production samples are accepted by either full acceptance or conditional acceptance, the Contractor must proceed with production as per the Contract requirements.
4. Rejection by the Technical Authority of the second pre-production samples submitted by the Contractor for failing to meet the contract requirements will be grounds for termination of the Contract for default.
5. The Contractor must carry out all required inspection and tests to verify conformance to the technical requirements of the Contract.
6. In addition to providing the pre-production samples, the Contractor must provide the supporting documentation as listed below, to the Technical Authority and Contracting Authority, transportation charges prepaid, and without charge to Canada.

Certificates of Compliance:

- a. Leather, paragraph 4.1.6.1 of the purchase description
The certificates of Compliance must be dated after contract award.

Definition – Certificate of compliance: A signed and dated certification to confirm that a specified component or requirement adheres to the purchase description. The certification must be prepared, signed and dated by an official representative of the component manufacturer using company letterhead. The representative's phone number and email address must be provided.

Test Reports:

- b. Table I, Requirements 1-4 of the purchase description
The test reports must be dated after contract award. The test reports must be performed on production materials and all tests must be performed on the same material within a two week period and must be submitted to the Technical Authority for approval prior to beginning production.

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

Data Sheets:

- c. Insulation, paragraph 4.1.6.2 of the purchase description
- d. Lining Material, paragraph 4.1.6.3 of the purchase description

Definition – Data Sheet: Data sheet must contain information relevant to the characteristics of the material including: construction, fibre content, thickness, and model number. For insulation materials, the CLO value must also be reported.

Letter of Attestation:

- e. Life expectancy, paragraph 4.1.4 of the purchase description

Definition – Letter of Attestation: Letter must include a guarantee signed by the manufacturer to confirm the finished product will perform as claimed.

7. The Technical Authority will notify the Contractor, in writing, of the full acceptance, conditional acceptance, or rejection of the pre-production samples and supporting documentation. A

copy of this 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.

8. The Contractor must not commence or continue with production of the items and must not make any deliveries until the Contractor has received a written notification from the Technical Authority that the pre-production samples are fully acceptable or conditionally acceptable. Any production of items before pre-production sample acceptance will be at the sole risk of the Contractor.

6.19 Technical Requirements during Production

In addition to the pre-production sample, and if requested by the Technical authority, the Contractor must submit one or more production samples and supporting documentation at any time during the contracting/production stage. This requirement will be done in writing by the RCMP Contract Authority. Rejection by the Technical Authority of one or more Production Samples or the supporting documentation for failing to meet the Contract requirements will be grounds for termination of the Contract for default. The sample(s) and supporting documentation submitted by the Contractor will remain the property of Canada.

6.20 Technical Requirements for the Options

1) The Contractor must provide the supporting documentation listed below (as defined under Part 6, Article 6.18 Pre-Production Samples (PPS) and Supporting documentation), for evaluation prior to full production of the option quantities.

Certificates of Compliance:

a. Leather, paragraph 4.1.6.1 of the purchase description.

The certificates of Compliance must be dated within 3 months of exercising the option quantities.

Test Reports:

b. Table I, Requirements 1-4 of the purchase description.

The test reports must be dated within 3 months of exercising the option quantity. The test reports must be performed on production materials and all tests must be performed on the same material within a two week period and must be submitted to the Technical Authority for approval prior to beginning production of the option quantity. If any of the suppliers change during the period of the contract then a complete test report is required.

Data Sheets:

a. Insulation, paragraph 4.1.6.2 of the purchase description.

d. Lining Material, paragraph 4.1.6.3 of the purchase description.

Letter of Attestation:

e. Life expectancy, paragraph 4.1.4 of the purchase description.

2) The supporting document must be representative of the components used for the option quantities. The supporting document must be submitted to the Technical Authority within 60 calendar days from receipt of the contract amendment exercising the option for evaluation prior to production of option quantity.

3) The Contractor must not commence production of the option items and must not make any deliveries until the Contractor has received a written notification from the Technical Authority that the supporting documentation are fully acceptable or conditionally acceptable. Any production of the option items before acceptance will be at the sole risk of the Contractor. If the supporting documentation are accepted by either full acceptance of

conditional acceptance, the Contractor must proceed with production as per the Contract requirements.

4) Rejection by the Technical Authority of the supporting documentation submitted by the Contractor for failing to meet the contract requirements will be grounds for termination of the Contract for default.

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 Gloves, Duty, Insulated Male & Female in accordance with the RCMP Purchase Description PD-PC-26 dated June 23, 2017.

A.2. ADDRESSES

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

A.3. DELIVERABLES

CONTRACT QUANTITY

Firm Quantity

Item	Description	Firm Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra
1	Gloves, Duty, Insulated, Female	696	Pair	\$ _____
2	Gloves, Duty, Insulated, Male	4716	Pair	\$ _____

Priority in production and delivery for Male gloves (all sizes)

SIZE ROLL – ITEM 1 GLOVES, DUTY, INSULATED, FEMALE

Stock Number	Size	Quantity (pair)
3560-100	6	12
3560-200	7	72
3560-300	8	504
3560-400	9	108

SIZE ROLL – ITEM 2 GLOVES, DUTY, INSULATED, MALE

Stock Number	Size	Quantity (pair)
3570-100	7	48
3570-200	8	288
3570-300	9	1776
3570-400	10	1776
3570-500	11	564
3570-600	12	264

“As and When Requested” Quantity - Regular sizes

Item	Description	Estimated Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra
3	Gloves, Duty, Insulated, Female	152	Pair	\$ _____
4	Gloves, Duty, Insulated, Male	352	Pair	\$ _____

OPTION 1

Item	Description	Estimated Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra
5	Gloves, Duty, Insulated, Female	302	Pair	\$ _____
6	Gloves, Duty, Insulated, Male	706	Pair	\$ _____

OPTION 2

Item	Description	Estimated Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra
7	Gloves, Duty, Insulated, Female	302	Pair	\$ _____
8	Gloves, Duty, Insulated, Male	706	Pair	\$ _____

OPTION 3

Item	Description	Estimated Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra
9	Gloves, Duty, Insulated, Female	302	Pair	\$ _____
10	Gloves, Duty, Insulated, Male	706	Pair	\$ _____

A.4 "AS AND WHEN REQUESTED" QUANTITIES - Identified as Items 3 and 4

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 3 and 4 is only an approximation of requirements.

Order will be made on a RCMP order form (regular sizes).

The period for placing "as and when requested" orders will be 48 months from contract award date.

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 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 5 to 10

The Contractor grants to Canada the irrevocable option to acquire the goods described under items 5 to 10 and under the same terms and conditions and at the prices stated in the Contract. Three (3) options may be exercised for a minimum quantity of 151 up to a maximum quantity of 302 for Female Gloves and for a minimum quantity of 353 up to a maximum quantity of 706 for Male Gloves.

Solicitation No. - N° de l'invitation
M7594-182816/A
Client Ref. No. - N° de réf. du client
M7594-182816

Amd. No. - N° de la modif.
File No. - N° du dossier
pr761.M7594-182816

Buyer ID - Id de l'acheteur
pr761
CCC No./N° CCC - FMS No./N° VME

The options may only be exercised by the Contracting Authority and will be evidenced through a contract amendment. One (1) amendment per option may be issued.

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.
Option 3: within 36 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.

Solicitation No. - N° de l'invitation
M7594-182816/A
Client Ref. No. - N° de réf. du client
M7594-182816

Amd. No. - N° de la modif.
File No. - N° du dossier
pr761.M7594-182816

Buyer ID - Id de l'acheteur
pr761
CCC No./N° CCC - FMS No./N° VME

Appendix 1 to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument:

() Direct Deposit (Domestic and International);



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Doc. No: PD-PC-26
Date: 2017/06/23

Purchase Description Gloves, Duty, Insulated

This document has 7 pages.

This document was created in English.

The document is available in English and French.

- English/Anglais
- Francais/French

1 Document Scope

- 1.1 This purchase description governs the manufacture and inspection of the Gloves, Duty, Insulated. The specific items covered under this purchase description with stock numbers are as follows:
- i. 3560 – Gloves, Duty, Insulated, Female
 - ii. 3570 – Gloves, Duty, Insulated, Male
- 1.2 This purchase description, 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 purchase description supersedes all previous purchase descriptions for the RCMP Gloves, Duty, Insulated.
- 1.4 This purchase description has been translated into French from this original English language document.

2 Applicable Documents

- 2.1 The following publications are applicable to this purchase description.
- 2.1.1 **American Society for Testing and Materials**
ASTM F1291-15 Standard Test Method for Measuring the Thermal Insulation of Clothing Using a Heated Manikin
- 2.1.2 **Deutsches Institut für Normung**
DIN EN 388:2003 Protective gloves against mechanical risks
DIN EN 420:2010-03 Protective gloves - General requirements and test methods
- 2.1.3 **International Organization for Standardization**
ISO 15383:2001(E) Protective gloves for firefighters – Laboratory test methods and performance requirements

3 Definitions

- 3.1 In specifying requirements, distinct terms are used. They are defined as follows:
- 3.1.1 **Mandatory Requirements** – A requirement that must be met to be in accordance with the technical requirement. The words “must” and “mandatory” indicate a mandatory requirement.
- 3.1.2 **Preferred Criterion** – A criterion with operational value. The words “should” or “preferred” indicate a preference. Preferred criterion are not mandatory.

- 3.1.3 **Optional Criterion** – A criterion that is permissive or discretionary. The word “may” indicates an option. Optional criterion are not mandatory.
- 3.1.4 **Statement of Future Action** – The word “will” indicates a future action.
- 3.1.5 **Certificate of Compliance** – A signed and dated certification to confirm that a specified component or requirement adheres to the purchase description. The certification must be prepared, signed and dated by an official representative of the component manufacturer using company letterhead. The representative’s phone number and email address must be provided.
- 3.1.6 **Test Report** – 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 this specification.
- 3.1.7 **Data Sheet** – Data sheet must contain information relevant to the characteristics of the material including: construction, fibre content, thickness, and model number. For insulation materials, the CLO value must also be reported.
- 3.1.8 **Letter of Attestation** – Letter must include a guarantee signed by the manufacturer to confirm the finished product will perform as claimed.

4 Requirements

- 4.1 **General**
 - 4.1.1 The following statements are applicable to all aspects of the Gloves, Duty, Insulated.
 - 4.1.2 **Intended Use** – The Gloves, Duty, Insulated must be provided in two separate size ranges, one intended for males and one intended for female. The Gloves, Duty, Insulated are intended for distribution to RCMP members across Canada to provide hand protection while performing police duties in cold environments.
 - 4.1.3 **Workmanship** – The article or material covered by this purchase description must be free from material and manufacturing defects that may affect its appearance, functionality or serviceability.
 - 4.1.4 **Durability** – The Gloves, Duty, Insulated must meet the outlined performance requirements when exposed to cold environmental conditions. The gloves must meet the minimum abrasion requirement as specified in Table I. The minimum required life expectancy for Gloves, Duty, Insulated is 2 years.
 - 4.1.5 **Environmental Requirements** – The Gloves, Duty, Insulated must withstand cold temperature and humidity ranges.
 - 4.1.6 **Required Materials**
 - 4.1.6.1 **Leather** – The shell layer of the glove must be black leather of a full grain, chrome tanned, fat-liquored hide. The leather must be dry milled to obtain an appropriate softness. Leathers which crack or break when flexed do not meet the requirement. The

leather must be treated to be resistant to both water absorption and water penetration as per Table I, method 4.

The leather must be free of imperfections such as flesh cuts, heavy vein marks, grub damage or excessive fat wrinkles. Looseness or pipiness is not acceptable.

A slight finish or leveling coat may be applied to the grain side to make the surface colour uniform providing that water repellency is maintained. The finish must be one that is easily maintained by the user and can be restored by non-emulsifying oils (such as a silicone-based product).

4.1.6.2 **Insulation** – The gloves must be insulated with a non-woven insulation meeting the requirements in Table I.

4.1.6.3 **Lining Material** – The glove must be fully lined with a soft brushed material, black or dark grey in colour. The lining material should be moisture wicking.

4.1.7 **Optional Materials**

4.1.7.1 **Seam Tape** – The seams may be taped to increase water resistance. If seam tape has been applied, the tape must not peel and/ or wear during the expected lifespan of the garment (2 years).

4.1.7.2 **Waterproof Membrane** – A waterproof membrane may be used in the glove to increase water resistance.

4.1.8 **Equipment Integration**

4.1.8.1 Gloves, Duty, Insulated must provide minimal interference with operation of police equipment, including pistols.

4.2 **Operational Requirements**

4.2.1 **Dexterity** – The gloves must have a level 5 performance for dexterity according to EN 420:2010.

4.2.2 **Design**

4.2.2.1 The Gloves, Duty, Insulated must be designed to provide warmth and water resistance while maintaining dexterity. Two distinct gloves, identified as male and as female, must be submitted and sized specifically for male and for female. Male and female gloves may have the same design or a different design. Submitting a unisex glove for either male or female will not be acceptable. The female gloves must be sized smaller than male gloves.

The gloves must be designed and constructed with minimal bulk. The wrist closure mechanism must be adjustable, either a tab or combination of elastic and tab. The glove must have a cuff with a minimum length of 4 cm from the wrist. The glove must be seamed on the inside, seams must be durable with minimal bulk. The lining must be attached to the leather shell to prevent movement. The glove must be form fitting with the

thumb having a fourchette. The fingers must be articulated and fingertips should be curved to fit the natural form of the hand.

The palm and back must be seamless with no points or decorative stitching. All stitching visible on the exterior of the glove must be black. Gloves must not have padded or hard knuckle plates.

The gloves must not have any additional components that pose a catching or safety hazard. Additional components such as drawstrings, cord locks, hanging loops, and carabiners are not acceptable.

4.2.2.2 **Sizing** – The Gloves, Duty, Insulated must be available in full sizes 7-12 male and 6-10 female. The male sizes must be sized and graded according to DIN EN 420:2010 Section 5, Table 2 and Table 3. The female sizes must be sized smaller and narrower than the equivalent male size. Example, a female 8 must be sized smaller than a male 8. A sizing guide must be provided and must provide details on how to choose the correct size based on hand measurements. The size guide will be used to assign the correct size glove to the user's measurements.

4.2.3 **Marking and Labelling** – Each pair of gloves must have a permanent label affixed on the inside cuff with the following information in both English and French:

1. RCMP stock number – reference contract documents (Ex. 3560-000)
2. Size
3. Date of manufacture in numeric format year/month (Ex. 2012/11)
4. Fabric content
5. Manufacturer's identification (company name or number)
6. Appropriate washing instructions as determined by the manufacturer.

NOTE: The manufacturer's identification must not appear anywhere on the glove except on the glove label as indicated.

Table I
Performance Requirements

REQUIREMENTS			TEST METHODS
1	Dexterity	Level 5	DIN EN 420-2010
2	Abrasion Resistance (Leather only)	Level 2 minimum	DIN EN 388:2003
3	Intrinsic Clothing Insulation (CLO)	1.2 – 1.8	ASTM F 1291-15 <u>With modification:</u> Conduct using thermal hand test manikin
4	Water Resistance	No appearance of water marks	ISO 15383-2001, Annex A

Evaluation Grid PD-PC-26 Gloves, Duty, Insulated

Evaluation Summary
Company Name and Product:
<input type="checkbox"/> Male <input type="checkbox"/> Compliant <input type="checkbox"/> Non-Compliant
<input type="checkbox"/> Female <input type="checkbox"/> Compliant <input type="checkbox"/> Non-Compliant
<input type="checkbox"/> Overall Compliant <input type="checkbox"/> Overall Non-Compliant

Para. #	Requirement for PD-PC-26 Gloves, Duty, Insulated	Evaluation Method	Compliant	
			Yes	No
General				
4.1.3	Workmanship – The article or material covered by this purchase description must be free from material and manufacturing defects that may affect its appearance, functionality or serviceability.	Visual		
4.1.4	Durability – The Glove, Duty, Insulated is expected to meet the outlined performance requirements when exposed to cold environmental conditions.			
	<ul style="list-style-type: none"> The gloves must meet the minimum abrasion requirement as specified in Table I. The minimum required life expectancy for Glove, Duty, Insulated is 2 years. 	Test Report		
		Letter of Attestation		
Required Materials				
4.1.6.1	Leather – The shell layer of the glove must be black leather of a full grain, chrome tanned, fat-liquored hide. The leather must be dry milled to obtain an appropriate softness. Leathers which crack or break when flexed do not meet the requirement.	Certificate of Compliance Visual		
	The leather must be treated to be resistant to both water absorption and water penetration, as per Table I, method 4.	Test Report		
	The leather must be free of imperfections such as flesh cuts, heavy vein marks, grub damage or excessive fat wrinkles. Looseness or pipiness is not acceptable.	Visual		
4.1.6.2	Insulation – The gloves must be insulated with a non-woven insulation meeting the requirements in Table I.	Data Sheet		
	<ul style="list-style-type: none"> The gloves must provide a CLO value 1.2-1.8 	Test Report		
4.1.6.3	Lining Material – The glove must be fully lined with a soft brushed material, black or dark grey in colour.	Data Sheet		
Optional Materials (If Applicable)				

Para. #	Requirement for PD-PC-26 Gloves, Duty, Insulated	Evaluation Method	Compliant	
			Yes	No
	<ul style="list-style-type: none"> The gloves must not have any additional components that pose a catching or safety hazard. Additional components such as drawstrings, cord locks, hanging loops, and carabiners are not acceptable. 	Visual		
4.2.2.2	<p>Sizing – The Glove, Duty, Insulated must be available in full sizes 7-12 male and 6-10 female.</p> <ul style="list-style-type: none"> The male sizes must be sized and graded according to EN 420:2010 Section 5, Table 2 and Table 3. The female sizes must be sized smaller and narrower than the equivalent male size. Example, a female 8 must be sized smaller than a male 8. A sizing guide must be provided and must provide details on how to choose the correct size based on hand measurements. 	Visual		
4.2.3	<p>Marking and Labelling – Each pair of gloves must have a permanent label affixed on the inside cuff with the following information in both English and French:</p> <ol style="list-style-type: none"> RCMP stock number – reference contract documents (Ex. 3560-000) Size Date of manufacture in numeric format year/month (Ex. 2012/11) Fabric content Manufacturers identification (company name or number) Appropriate washing instructions as determined by the manufacturer. <p>The label for the PAS does not need to be provided on the glove. Instead, a paper copy, exactly as intended for production, may be provided.</p> <ul style="list-style-type: none"> The manufacturer's identification must not appear anywhere on the glove except on the glove label as indicated. 	Visual		

Annex D

User Acceptance Trial

1. Objective

The User Acceptance Trial will evaluate the performance of the proposed Glove, Duty, Insulated.

2. Trial Overview

If the number of compliant bids submitted is 5 or less, all gloves meeting the mandatory requirements will proceed to the user trial.

If more than 5 compliant bids are submitted, the first phase of user acceptance testing will be a Pre-Trial Evaluation of appearance, sizing/ fit, and comfort. This phase will be conducted by evaluators separate from the user trial. The Pre-Trial Evaluation is intended to down select five pairs of male and five pairs of female gloves with the most desirable characteristics for the User Acceptance Trial.

The User Acceptance Trial will be an uncontrolled trial, conducted in the field by RCMP operational members. Participants will receive detailed instructions outlining the purpose and limitations of the user trial. Users will have operational experience with previously issued insulated gloves. The male and female user trials will be conducted independently.

Of the five gloves advancing to the User Acceptance Trial, one pair of insulated gloves from each of the five selections will be issued to each participant. Male participants will receive male gloves and female participants will receive female gloves. Every participant will perform police duties while wearing each pair of gloves.

If more than one responsive bid provides the same brand and model of insulated gloves, only one insulated glove will be selected to participate in the pre-trial evaluation and user trial. The points awarded will be used for all bids.

3. Pre-Trial Evaluation

If more than 5 compliant bids are received, an initial assessment of fit and appearance will be conducted by 40 RCMP members. The ratio of male and female evaluators will be proportional to the ratio of males and females in the force. Based on the 2017 *Results and Respect in the RCMP Workplace* report, the percentage of female regular members in the RCMP is 21.60%. Of the 40 pre-trial evaluators, 32 will be male and 8 will be female. Male evaluators will assess male gloves and female evaluators will assess female gloves.

The evaluators will be asked to try on each pair of gloves and consider qualities of appearance, fit, and comfort. The evaluators will be asked to rank the gloves according to their preference. Points will be assigned based on each participants ranking of the gloves. The maximum number of points is dependent on the number of gloves received. Each rank will have a point value assigned to it, the first rank will receive the most points, equal to the number of responsive bid submissions. For example, if 8 pairs of gloves are declared responsive, the first rank will receive a score of 8, the second rank a score of 7 and so on. Following the pre-trial evaluation, the rank scores will be totalled and the four pairs of male gloves and four pairs of female gloves with the highest scores will progress to the user trial.

If a tie occurs within the top five scores, the final ranking of the tied pairs will be determined by factoring the abrasion resistance rating. The gloves with the higher abrasion rating will be ranked above the pair with the lower abrasion rating and same evaluation score. Male and female gloves will be scored

independently. A bidder's submission for male gloves may be selected for user trial but the female glove submission may not.

4. User Trial Description

The Glove, Duty, Insulated will be an uncontrolled trial completed by on duty RCMP members while working outdoors. The glove will be trialed in environmental conditions similar to its intended use; during the trial, conditions such as weather, temperature, and humidity may fluctuate. The number of users in the trial will be 30, the users will be proportional to the RCMP population with 24 male users and 6 female users.

Male Size Breakdown		Female Size Breakdown	
Size	# Users	Size	# Users
8	5	6	1
9	5	7	1
10	5	8	2
11	5	9	1
12	4	10	1

The male size 7 glove will not be tested in user trial due to lower demand for this size. However, one pair of male size 7 gloves is required for evaluation against the mandatory criteria.

The gloves will be worn for a minimum 15 hours over two or more shifts. Wear time may be non-consecutive as long as the minimum number of hours is reached.

If at any point a glove fails due to manufacturing defects, making the glove unwearable, the defective pair will be removed from the trial. The glove will receive a score of zero.

5. User Trial Rating

Minimum Responsive Score: 360 Female / 1440 Male

Each participant will be required to complete a User Acceptance Trial Questionnaire immediately after completing the required wear time for each pair of gloves.

Each question within the associated questionnaire relates to performance criteria specified in the Purchase Description and Pre-Trial Evaluation Grid. Participants will be asked to score the qualities of each tool using a Likert-type scale.

The following 7-point Likert-type scale will be used to quantify the results of the questionnaires.

Scale Rating	Score
Completely Unacceptable	1 points
Reasonably Unacceptable	2 point
Barely Unacceptable	3 points
Borderline	4 points
Barely Acceptable	5 points
Reasonably Acceptable	6 points
Completely Acceptable	7 points

6. Score Weighting

The Bidder must obtain the following minimum scores in order to be deemed responsive during the User Acceptance Trial:

User Weight

- a) For the female gloves, the Bidder must obtain a minimum of 360 points out of 672 total points when the scores of the 16 questions are combined. Failure to obtain a minimum of 360 points will result in the bid being declared non-responsive.
- b) For the male gloves, the Bidder must obtain a minimum of 1440 points out of 2688 total points when the scores of the 16 questions are combined. Failure to obtain a minimum of 1440 points will result in the bid being declared non-responsive.

