



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada  
Room 100,  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3B 0T6  
Bid Fax: (204) 983-0338

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

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

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

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

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

**Comments - Commentaires**

<b>Title - Sujet</b> Grain Sample Scoops	
<b>Solicitation No. - N° de l'invitation</b> 5K002-171295/A	<b>Date</b> 2017-12-07
<b>Client Reference No. - N° de référence du client</b> 5K002-171295	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$WPG-005-10405	
<b>File No. - N° de dossier</b> WPG-7-40191 (005)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-12-29</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Central Standard Time CST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Guilford, Alison	<b>Buyer Id - Id de l'acheteur</b> wpg005
<b>Telephone No. - N° de téléphone</b> (204) 228-7215 ( )	<b>FAX No. - N° de FAX</b> (204) 983-7796
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> CANADIAN GRAIN COMMISSION CORPORATE SERVICES 600-303 MAIN ST WINNIPEG MANITOBA R3C 3G8 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**

Public Works and Government Services Canada - Western  
Region  
Room 100  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3B 0T6

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

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## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>2</b>
1.1 REQUIREMENT .....	2
1.2 DEBRIEFINGS .....	2
1.3 TRADE AGREEMENTS .....	2
1.4 CANADIAN CONTENT .....	2
<b>PART 2 - BIDDER INSTRUCTIONS .....</b>	<b>2</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....	2
2.2 SUBMISSION OF BIDS .....	2
2.3 ENQUIRIES - BID SOLICITATION .....	2
2.4 APPLICABLE LAWS .....	3
<b>PART 3 - BID PREPARATION INSTRUCTIONS .....</b>	<b>3</b>
3.1 BID PREPARATION INSTRUCTIONS .....	3
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>4</b>
4.1 EVALUATION PROCEDURES .....	4
4.2 BASIS OF SELECTION .....	5
<b>PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION .....</b>	<b>5</b>
5.1 CERTIFICATIONS REQUIRED WITH THE BID .....	5
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION .....	6
<b>PART 6 - RESULTING CONTRACT CLAUSES .....</b>	<b>6</b>
6.1 SECURITY REQUIREMENTS .....	6
6.2 REQUIREMENT .....	6
6.3 STANDARD CLAUSES AND CONDITIONS .....	6
6.4 TERM OF CONTRACT .....	7
6.5 AUTHORITIES .....	7
6.6 PAYMENT .....	8
6.7 INVOICING INSTRUCTIONS .....	9
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION .....	9
6.9 APPLICABLE LAWS .....	9
6.10 PRIORITY OF DOCUMENTS .....	9
6.11 SACC <i>MANUAL</i> CLAUSES .....	9
<b>ANNEX A .....</b>	<b>10</b>
REQUIREMENT .....	10
<b>ANNEX B .....</b>	<b>15</b>
BASIS OF PAYMENT .....	15
<b>ANNEX C TO PART 3 OF THE BID SOLICITATION .....</b>	<b>17</b>
ELECTRONIC PAYMENT INSTRUMENTS .....	17

## **PART 1 - GENERAL INFORMATION**

### **1.1 Requirement**

The requirement is detailed under Article 6.2 of the resulting contract clauses.

### **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 Canadian Free Trade Agreement (CFTA).

### **1.4 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) (<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.

#### **2.1.1 SACC Manual Clauses**

*SACC Manual* Clause [B1000T](#) (2014-06-26), Condition of Material - Bid

### **2.2 Submission of Bids**

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

### **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 Manitoba.

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 Offer (2 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

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

#### Section I: Technical Bid

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

## **Section II: Financial Bid**

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

### **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

## **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.
- (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**

- a) Ability to perform the full scope of the work as described in Annex A.
- b) Provision of firm prices, as specified in Annex B.

#### **4.1.2 Financial Evaluation**

SACC Manual Clause [A0222T](#) (2014-06-26), Evaluation of Price

## 4.2 Basis of Selection

### 4.2.1 Basis of Selection - Mandatory Technical Criteria

*SACC Manual* Clause [A0031T](#) (2010-08-16), Basis of Selection - Mandatory Technical Criteria

## 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](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

#### 5.1.2 Additional Certifications Required with the Bid

##### 5.1.2.1 Canadian Content Certification

This procurement is conditionally limited to Canadian services.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the service offered is a Canadian service, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the service offered being treated as a non-Canadian service.

The Bidder certifies that:

( ) the service offered is a Canadian service as defined in paragraph 2 of clause [A3050T](#).

**5.1.2.1.1** *SACC Manual* clause [A3050T](#) (2014-11-27), Canadian Content Definition

## 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) (<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](https://www.canada.ca/en/employment-social-development/canada/esdc-labour) 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) (<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 Period of the Contract**

The period of the Contract is from date of Contract to April 30, 2020 inclusive.

### **6.4.2 Delivery Date**

All the deliverables must be received on or before dates specified at Annex A of the Contract.

### **6.4.3 Optional Goods and/or Services**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

### **6.4.4 Delivery Points**

Delivery of the requirement will be made to delivery point(s) specified at Annex A of the Contract.

## **6.5 Authorities**

### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Alison Guilford  
A/ Procurement Specialist  
Public Works and Government Services Canada  
Procurement and Compensation Services  
100-167 Lombard Avenue  
Winnipeg, MB R3B 0T6

Telephone: 204-228-7215  
Facsimile: 204-983-7796  
E-mail address: alison.guilford@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.

Solicitation No. - N° de l'invitation  
5K002-171295/A  
Client Ref. No. - N° de réf. du client  
5K002-171295

Amd. No. - N° de la modif.  
File No. - N° du dossier  
WPG-7-40191

Buyer ID - Id de l'acheteur  
wpg005  
CCC No./N° CCC - FMS No./N° VME

## 6.5.2 Technical Authority

The Technical Authority for the Contract is: **(to be determined)**

The Technical Authority named above 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

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment - Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex B for a cost of \$ \_\_\_\_\_ **(insert the amount at contract award)**. Customs duties are included and Applicable Taxes are extra.

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

### 6.6.2 Limitation of Price

SACC Manual clause [C6000C](#) (2011-05-16), Limitation of Price

### 6.6.3 Multiple Payment

SACC Manual clause [H1001C](#) (2008-05-12), Multiple Payment

### 6.6.4 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.
2. Invoices must be distributed as follows:
  - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## 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

*SACC Manual* clause [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 Manitoba.

## 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 B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*).

## 6.11 SACC Manual Clauses

*SACC Manual* clause [B7500C](#) (2006-06-16), Excess Goods  
*SACC Manual* clause [G1005C](#) (2016-01-28), Insurance - No Specific Requirement

## **ANNEX A**

### **REQUIREMENT**

#### **ITEM:**

The Canadian Grain Commission's (CGC) Corporate Information Services unit has a requirement for the supply of 2,600 grain sample scoops with a printed logo for distribution at agricultural shows. This requirement includes the yearly delivery of 1,300 grain sample scoops for each of 2018 and 2019, with an option to purchase an additional 1,300 units in 2020.

#### **BACKGROUND:**

The grain sample scoop is a tool that grain inspectors and grain producers can use to collect a sample of grain. The grain sample scoop is made of a rigid material and consists of a scoop attached to a handle which is stiff and durable.

The grain sample scoop is used repetitively throughout the course of a load to collect samples of grain that is free-flowing as it is being dumped out of a grain truck into a grain pit or an auger. The grain sample scoop will be placed into the flow of the grain upside down, then rotated 180 degrees to fill the cup, and then pulled out of the product flow.

#### **OBJECTIVE:**

The grain sample scoops will be used as a promotional item, to promote enrollment in the CGC's Harvest Sample Program, and will be distributed to grain producers at the approximately 20 agricultural shows the CGC attends each year.

As this tool pertains directly to the day to day operations of grain producers, the grain sample scoop will be an item that is valued, and thus more likely to keep for an extended period of time. With the printed logos, distribution of grain sample scoops at agricultural shows will serve two purposes; it will increase the name recognition of the CGC, and increase enrollment in the CGC's Harvest Sample Program.

CGC Technical Authority will provide contractor with electronic copies of the logos at contract award to be printed as per the Mandatory Specification. Contractor will provide Technical Authority with a sample (can be any color) with printed logo for CGC approval. Prior to final print and delivery of goods, CGC approval is required for final color and logo acceptance.

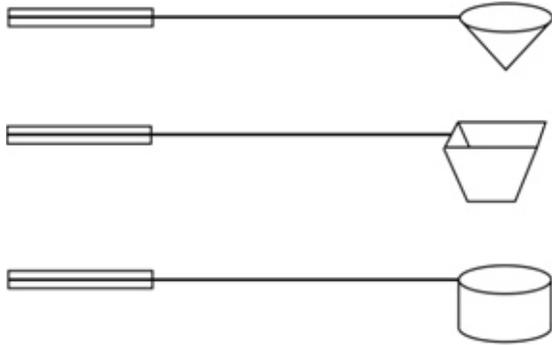
#### **Delivery Schedule**

- 1,300 grain scoops is required on or before February 1, 2018
- 1,300 grain scoops is required on or before February 1, 2019
- Optional Goods and/or Services: 1,300 grain scoops is required on or before February 1, 2020

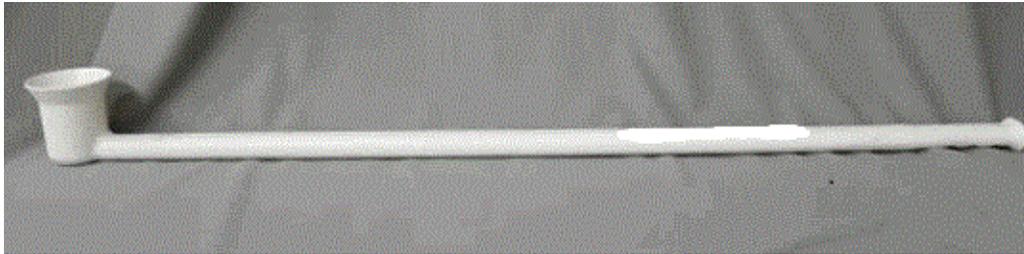
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## **Appendix 1**

Here are 3 line diagrams of what the grain sample scoops could look like, as outlined in the CGC's *Sampling Systems Handbook and Approval Guide* (<http://www.grainscanada.gc.ca/guides-guides/ssh-mmse/ssh-mmse-eng.htm>).



This is an image of the grain sample scoop we are currently distributing as a promotional item.



### **Minimum Mandatory Evaluation Criteria**

A complete list of the minimum mandatory performance specifications are detailed below in the "Compliance Matrix". Bidders are to clearly demonstrate compliance with each mandatory specification.

1. Bidders must show compliance by addressing each performance specification in the Compliance Matrix, where the product offered "meets" each mandatory specification.
2. Bidders are requested to indicate how they meet each performance specification by recording this information under the Performance Specification Offered column in the Compliance Matrix.
3. It is requested that supporting technical documentation, including but not limited to, specification sheets, technical brochures, photographs or illustrations be provided with the bid at solicitation close and be cross-referenced on the Compliance Matrix for each performance specification to outline where in the supporting documentation it demonstrates compliance. It is the Bidders responsibility to ensure that the submitted supporting documentation provides detail to prove that the proposed product(s) and or service(s) meet the requirements of the Performance Specification. If published supporting technical document is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.
4. If Canada requests additional supporting documentation for any of the mandatory Specifications, or if the documentation as requested in the Matrix below has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with this request or any other request for supporting documentation within the specified time period, will deem the bid non-responsive and the bid will be given no further consideration.
5. Canada will not evaluate information such as references to Web site addresses where additional information can be found.
6. Bidders must address any concerns with the performance specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.
7. Failure to meet each mandatory performance specification will result in the bid being deemed non-responsive, and be given no further consideration.

**Compliance Matrix – MINIMUM MANDATORY TECHNICAL SPECIFICATIONS:**

All work and materials herein specified must meet and maintain minimum Canadian and Provincial certification(s) and approval(s) as applicable by Industry Standards.

Item #	Technical Specifications	<b>Cross Reference:</b> In this column, Bidders should cross-reference where this technical specification is indicated in their proposal.
1.	Bidder must provide one (1) sample of the grain scoop that they are offering. Grain scoop provided, will be evaluated against the following technical specifications	
2.	Handle, grip and scoop must be made of a single molded piece of plastic of same color.	
2.1.	Grain sample scoop must not weigh more than 500 grams.	
2.2.	Cup/scoop must have a volume of between 200 cubic centimeters and 300 cubic centimeters.	
2.3.	Material making up the cup/scoop must be between 2 millimeters and 6 millimeters in width.	
2.4.	Handle of item must be between 75 centimeters (cm) and 110 cm in length.	
2.5.	Handle must attach to the cup/scoop at an angle of no less than 80 degrees and no more than 90 degrees.	
2.6.	Handle must not be less than 2.5 cm in diameter and no more than 4.0 cm in diameter.	
2.7.	Grip area must be a minimum of 12 cm long and a maximum of 24 cm long.	
2.8.	Handle must have a butt/stopper at the non-scooped end at the end of the grip area.	
2.9.	Grain sample scoop must be able to withstand the force of grain flowing as it is emptied out of the back of a truck.	
3.	Acceptable colours are: white, beige, light grey, fluorescent orange, fluorescent yellow	
3.1.	Supplier must be able to print/produce a 2 colour CGC and Canada logo. A sticker is an acceptable way to apply to the logo to the grain sample scoop. Logos will be provided by CGC.	
3.2.	If sticker logo is applied to the handle it must be waterproof, scratch resistant and non-peeling, not easy lifted.	

Solicitation No. - N° de l'invitation  
5K002-171295/A  
Client Ref. No. - N° de réf. du client  
5K002-171295

Amd. No. - N° de la modif.  
File No. - N° du dossier  
WPG-7-40191

Buyer ID - Id de l'acheteur  
wpg005  
CCC No./N° CCC - FMS No./N° VME

Item #	Technical Specifications	<b>Cross Reference:</b> In this column, Bidders should cross-reference where this technical specification is indicated in their proposal.
3.3.	If logos are printed directly on the handle, they must not be easily scratched off with a finger nail.	
3.4.	Print area for CGC and Canada logos must be on the top of handle not on the grip area, facing up, in the same orientation as the cup/scoop.	
3.5.	Print area for CGC and Canada logos must be between 20 cm and 25 cm long and 2 cm and 5 cm wide.	
3.6.	CGC and Canada logos must be printed lengthwise along the handle not the grip area, facing up, in the same orientation as the cup/scoop.	
3.7.	CGC and Canada logos must not wrap around the handle.	

**ANNEX B**

**BASIS OF PAYMENT**

**When completed, Annex B will be considered as the Bidder's Financial Bid.**

Prices quoted to be Firm Price, FOB Destination, including all delivery and offloading charges, in accordance with the Requirement at Annex A. Customs duties are included and Applicable Taxes are extra. GST/HST, if applicable, is to be shown as a separate item on any resulting invoice.

**On or before February 1, 2018:**

Item	Description	Quantity	Firm Price	Total
1.	Grain Scoops in accordance with the Requirement at Annex A.	1,300	\$	\$
2.	Delivery, FOB Destination	1	\$	\$
<b>SUBTOTAL</b>				\$
<b>GST/HST, if applicable</b>				\$
<b>TOTAL</b>				\$

**On or before February 1, 2019:**

Item	Description	Quantity	Firm Price	Total
1.	Grain Scoops in accordance with the Requirement at Annex A.	1,300	\$	\$
2.	Delivery, FOB Destination	1	\$	\$
<b>SUBTOTAL</b>				\$
<b>GST/HST, if applicable</b>				\$
<b>TOTAL</b>				\$

Solicitation No. - N° de l'invitation  
5K002-171295/A  
Client Ref. No. - N° de réf. du client  
5K002-171295

Amd. No. - N° de la modif.  
File No. - N° du dossier  
WPG-7-40191

Buyer ID - Id de l'acheteur  
wpg005  
CCC No./N° CCC - FMS No./N° VME

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**Optional Goods and/or Services:**

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

Item	Description	Quantity	Firm Price	Total
1.	Grain Scoops in accordance with the Requirement at Annex A.	1,300	\$	\$
2.	Delivery, FOB Destination	1	\$	\$
<b>SUBTOTAL</b>				\$
<b>GST/HST, if applicable</b>				\$
<b>TOTAL</b>				\$

Solicitation No. - N° de l'invitation  
5K002-171295/A  
Client Ref. No. - N° de réf. du client  
5K002-171295

Amd. No. - N° de la modif.  
File No. - N° du dossier  
WPG-7-40191

Buyer ID - Id de l'acheteur  
wpg005  
CCC No./N° CCC - FMS No./N° VME

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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)