



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
PWGSC/TPSGC Acquisitions
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1
Bid Fax: (506) 851-6759

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

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
NB / PEI Division - Moncton Acquisitions Office
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1

Title - Sujet Wall Mounted Beds and Lockers	
Solicitation No. - N° de l'invitation W0501-180119/A	Date 2017-12-07
Client Reference No. - N° de référence du client W0501-180119	
GETS Reference No. - N° de référence de SEAG PW-\$MCT-018-5349	
File No. - N° de dossier MCT-7-40035 (018)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-01-17	Time Zone Fuseau horaire Atlantic Standard Time AST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Martin, Lisa M.	Buyer Id - Id de l'acheteur mct018
Telephone No. - N° de téléphone (506) 851-7811 ()	FAX No. - N° de FAX (506) 851-6759
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE LPO SECTION BLDG B-10 PO BOX 17000 STN FORCES OROMOCTO New Brunswick E2V4J5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 Statement of Work

The Work to be performed 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 North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<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 Reference	Section	Date
C9000T	Pricing	2010/08/16

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.

2.2.1 Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at Bldg G-3 – Fire Hall, Gagetown, on **January 12, 2018**. The site visit will begin at **1300 hours**.

Bidders must communicate with the Contracting Authority no later than **January 10, 2018** to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders will be required to sign an attendance sheet. Bidders should confirm in their bid that they have attended the site visit. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative

appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to 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 **New Brunswick**.

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

Section I: Technical Bid (1 copy)
Section II: Financial Bid (1 copy)
Section III: Certifications (1 copy)

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

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 "D" Electronic Payment Instruments, to identify which ones are accepted.

If Annex "D" 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.

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Mandatory Technical Criteria as specified in Annex "C"

4.1.2 Financial Evaluation

SACC Manual Clause [A0220T](#) (2014/06/26), Evaluation of Price - Bid

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 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.

5.1.1 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-) (<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.

5.1.2 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/programs/employment-equity/federal-contractor-program.html#) 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

There is no security requirement applicable to the Contract.

6.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work 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

6.4.2 Delivery Date

All the deliverables must be received on or before March 2, 2018.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Lisa Martin
Title: Contracting Officer
Public Services and Procurement Canada
Acquisitions Branch

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CCC No./N° CCC - FMS No./N° VME

Address: 1045 Main Street, Unit 108
Moncton, New Brunswick
E1C 1H1

Telephone: (506) 851-7811
Facsimile: (506) 851-6759
E-mail address: lisa.m.martin@pwgsc-tpsgc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is: **Details will be provided in any resulting contract**

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

6.5.3 Contractor's Representative (Offeror please complete)

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

6.6 Payment

6.6.1 Basis of Payment- Firm Lot Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price(s)", as specified in Annex B for a cost of \$ _____. Customs duties are included and Applicable Taxes are extra.

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

6.6.2 Limitation of price

SACC Manual clause C6000C (2017/08/17) Limitation of price

6.6.3 Single Payment

SACC Manual clause H1000C (2008/05/12), Single Payment

6.6.4 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.

6.9 Applicable Laws

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

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, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____

6.11 SACC Manual Clauses

SACC Reference	Section	Date
A9039C	Salvage	2008/05/12
A9062C	Canadian Forces Site Regulations	2011/05/16
B7500C	Excess Goods	2006/06/16

G1005C

Insurance – No Specific Requirement

2016/01/28

6.12 Shipping Instructions - Delivery at Destination

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

Delivered Duty Paid (DDP) Oromocto, NB Incoterms 2000 for shipments from a commercial contractor.

6.13 Warranty Period

Section 9 of general conditions 2010A is amended by replacing the period of 12 months by lifetime.

All other provisions of the warranty section remain in effect.

6.14 Warranty – Modification – General Conditions 2010A

Section 09 entitled *Warranty of general conditions 2010A* is amended by deleting subsection 2 in its entirety and replacing it with the following:

The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

All other provisions of the warranty section remain in effect.

ANNEX "A" - STATEMENT OF WORK

Wall mounted pull down beds for 5 CDSB Gagetown Fire Services

- 1. 5 CDSB Fire Services** requires the purchase and installation of wall mounted, pull down beds to accommodate personnel and work needs. With influx of personnel and the recent release of Phoenix Pay system it has become apparent we require additional bed space and computer access. We are also required to address the issue of supplying each gender applicable change rooms/sleeping areas. Current building is over 50 years old and renovating complete or adding on is not currently an option.
- 2. Requirement**
 - a. We require 9 wall mounted, pull down beds and 32 lockers of high quality material to be installed at Building G3, 5 CDSB Gagetown in the following rooms;
 - b. Room 106, 1 wall mounted, pull down bed, 4 lockers.
 - c. Room 112, 5 wall mounted, pull down beds, 20 lockers with top sections
 - d. Room 113, 2 wall mounted, pull down beds, 4 Lockers with top sections
 - e. Room 127, 1 wall mounted, pull down bed, 4 lockers with top sections
 - f. All requirements to be met no later than end work day, March 2nd, 2018.
- 3. Wall mounted, pull down beds**
 - a. Constructed of high grade ¾ inch Maple plywood.
 - b. Materials shall be glued and screwed together.
 - c. Capable of supporting 1000lbs when deployed.
 - d. Head of the bed shall have a slight inclined backrest with a small top ledge to accommodate the placement of small items such as glasses, phones, etc when deployed.
 - e. Frame shall be no higher than 14 inches from the ground when deployed.
 - f. Sides of frame to retain the mattress not to exceed 2 inches.
 - g. Outside dimensions not to exceed 82 inches high, 45 inches wide and 18 inches deep.
 - h. Frame shall be built to accommodate a twin extra-long 79 inch mattress which is 10 inches thick.
 - i. Beds have to be securable to either a cinderblock wall or normal construction material (drywall).
 - j. Lifetime warranty against manufactures defects on beds
- 4. Lifting Mechanism**
 - a. Shall be of heavy duty construction capable of lifting 90 % of the total weight and assist lower to accommodate fingertip operation.
 - b. Shall be constructed of all metal parts made with a minimum of 1/8 inch steel.
 - c. Lifetime warranty against manufactures defects on hardware.
- 5. Legs**
 - a. Constructed of metal to support the foot of the bed.
 - b. Shall be retractable and or concealable and self-deployable and retractable.
 - c. Made of heavy duty material.
- 6. Lockers**
 - a. Constructed of high grade ¾ inch Maple plywood.
 - b. Materials shall be glued and screwed together
 - c. All lockers shall be built individually with capability to be secured together.
 - d. All lockers to be securable; individually but accessible with master key.

- e. A total of 3 keys per locking device will be provided, plus an additional 3 master keys.
- f. All lockers will have a single door, a piano hinge located on the left side of the door and a lockable device located at 4 feet high.
- g. A total of 4 individual lockers shall be constructed with outside measurements not exceeding 94 inches high, 18 inches wide and not to exceed the depth of the wall bed box to ensure a flush fit. Lockers will be configured so that there are 3 shelves at the top measuring 10 inches each and will have a 1 inch dowel suspended underneath the third shelf to accommodate standard clothes hangers.
- h. Another 28 individual lockers shall be constructed with outside measurements not to exceed 82 inches high, but shall be flush with the top of the wall bed box to allow for placement of top lockers, 16 inches wide and shall be flush with the front of the wall bed box. All lockers will be configured so that there are 2 shelves at the top measuring 10 inches each and will have a 1 inch dowel suspended underneath the second shelf to accommodate standard clothes hangers.
- i. Lifetime warranty against manufactures defects on lockers and hardware.

7. Top Lockers

- a. Constructed of high grade ¾ inch Maple plywood.
- b. Materials shall be glued and screwed together
- c. All lockers shall be built individually with capability to be secured together.
- d. A total of 16 individual top lockers shall be constructed for placement on top of wall bed boxes with measurements not to exceed 20 inches high, flush with the front of the bed box and not to protrude past the sides at the top.
- e. Another 28 individual top lockers shall be constructed with outside measurements not to exceed 20 inches high, 16 inches wide, and flush with the front edge of the bottom locker with which it will be placed on.
- f. Top lockers will have a single non locking door with a piano hinge mounted on the left side of the door. A simple non locking latch to keep the door shut will suffice.

8. Finish

- a. A clear varnish with a satin finish is acceptable.

9. Site visit

- a. A site visit is mandatory and is to be coordinated with Real Property Operations Detachment (Gagetown) and 5 CDSG Sig Sqn to determine relocation of existing wall fixtures (power outlets, comms outlets, alarms, switches, etc) before delivery and to allow ample time to prepare the site for installation.

10. Installation

- a. Install to be completed by manufacturer at 5 CDSB Gagetown Fire Department, Building G3, no later than March 2, 2018

11. Price

- a. Price to include purchase, delivery and installation of all products.

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ANNEX "B" - BASIS OF PAYMENT

Prices are firm, all-inclusive in Canadian funds, FOB destination and delivery charges included. Customs duties are included and applicable taxes are extra.

Item Description	Qty.	Unit of Issue	Total Price
Supply and Deliver wall mounted pull down beds, in accordance with all the specifications in Requirement, including shipping and installation to Oromocto, New Brunswick. Manufacturer Name and Model Number _____	1	lot	\$
Sub-total			
HST (15%)			
Total			

ANNEX "C" – TECHNICAL EVALUATION CRITERIA

The complete specifications and/or descriptive literature should be submitted with the proposal but may be submitted afterwards. If the complete specifications and/or descriptive literature are not submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet this requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

Mandatory Technical Criteria		Cross Reference Proposal (page #)	For Evaluation Purposes	
			Met/ Not Met	Comments
1	Constructed of high grade ¾ inch Maple plywood			
2	Head of the bed shall have a slight inclined backrest			
3	Sides of frame to retain the mattress not to exceed 2 inches			
4	Outside dimensions not to exceed 82 inches high, 45 inches wide and 18 inches deep			
5	Frame shall be built to accommodate a twin extra-long 79 inch mattress which is 10 inches thick.			
6	Lifting Mechanism Shall be of heavy duty construction capable of lifting 90 % of the total weight and assist lower to accommodate fingertip operation.			
7	Shall be constructed of all metal parts made with a minimum of 1/8 inch steel			
8	Lifetime warranty against manufactures defects on beds and hardware			
9	All lockers to be securable			
10	All lockers will have a single door, a piano hinge located on the left side of the door and a lockable device located at 4 feet high.			

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ANNEX "D" to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

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

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