



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

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

Government of Canada Building

101 - 22nd Street East

Suite 110

Saskatoon

Saskatchewan

S7K 0E1

Bid Fax: (306) 975-5397

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

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

Government of Canada Building

101 - 22nd Street East

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Saskatoon

Saskatchewan

S7K 0E1

Title - Sujet Autoclave	
Solicitation No. - N° de l'invitation 01581-180721/A	Date 2018-01-12
Client Reference No. - N° de référence du client 01581-180721	
GETS Reference No. - N° de référence de SEAG PW-\$STN-203-5039	
File No. - N° de dossier STN-7-40036 (203)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-02-26	Time Zone Fuseau horaire Central Standard Time CST
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: McDonald, Shannon M.	Buyer Id - Id de l'acheteur stn203
Telephone No. - N° de téléphone (306) 251-2684 ()	FAX No. - N° de FAX (306) 975-5397
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF AGRICULTURE AND AGRI-FOOD; SWIFT CURREENT R&D CENTRE 1 AIRPORT RD SWIFT CURRENT Saskatchewan S9H3X2 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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	2
1.1 REQUIREMENT	2
1.2 DEBRIEFINGS	2
1.3 TRADE AGREEMENTS	2
PART 2 - BIDDER INSTRUCTIONS	3
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	3
2.2 SUBMISSION OF BIDS	3
2.3 ENQUIRIES - BID SOLICITATION	3
2.4 APPLICABLE LAWS	3
PART 3 - BID PREPARATION INSTRUCTIONS	4
3.1 BID PREPARATION INSTRUCTIONS	4
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	6
4.1 EVALUATION PROCEDURES	6
4.2 BASIS OF SELECTION	6
PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION	9
5.1 CERTIFICATIONS REQUIRED WITH THE BID	9
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	9
PART 6 - RESULTING CONTRACT CLAUSES	10
6.1 SECURITY REQUIREMENTS	10
6.2 REQUIREMENT	10
6.3 STANDARD CLAUSES AND CONDITIONS	10
6.4 TERM OF CONTRACT	10
6.5 AUTHORITIES	11
6.6 PAYMENT	12
6.7 INVOICING INSTRUCTIONS	12
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION	13
6.9 APPLICABLE LAWS	13
6.10 PRIORITY OF DOCUMENTS	13
6.11 SACC MANUAL CLAUSES	13
ANNEX "A" - REQUIREMENT	14
ANNEX "B" - BASIS OF PAYMENT	17
ANNEX "C" TO PART 3 OF THE BID SOLICITATION	18
ANNEX "D" - MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS	19
ANNEX "E" - TECHNICAL POINT RATING EVALUATING MATRIX	24

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

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 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.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.1.1 SACC Manual Clauses

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 ten (10) 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 Saskatchewan.

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 Bid (1 hard copy)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

3.1.3 SACC Manual Clauses

Section III: Certifications

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

3.2 Best Delivery Date – Bid

While delivery is requested by March 29, 2018, the best delivery that could be offered is

_____.

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

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

4.1.1.2 Point Rated Technical Criteria

The performance evaluation will only occur for bidders that meet all of the performance specifications (mandatory criteria list in Annex D – Minimum Mandatory Performance Specifications). If bidders do not meet the mandatory performance specifications their bid will be deemed non-compliant. The point-rated performance evaluation will not occur.

Bids that meet the Minimum Mandatory Performance Specifications will then be evaluated against the rated technical evaluation criteria set out in Annex E – Technical Point Rating Evaluating Matrix.

See Annex E – Technical Point Rating Evaluating Matrix

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 - Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria.
2. Bids not meeting 1(a) and 1(b) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 55% for the technical merit and 45% for the price.
4. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.

5. 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 will be recommended for award of a contract.

Formula for the evaluation of the autoclave; best value to the Crown.

The formula is based on the following:

- 45% lowest price (*As per Annex B – Basis of Payment*)
- 20% volume (*As per Mandatory Spec 7*)
- 10% for greater than 2-year on-site warranty. (*As per Mandatory Spec 22*)
- 10% for operational efficiency (*As per Mandatory Spec 25.1*)
- 5% extended warranty for pressure chamber beyond 15 years (*As per Mandatory Spec 8*)
- 5% for sliding entrance door vs. hinged door. (*As per Mandatory Spec 10*)
- 5% for text height (*As per Mandatory Spec 24.1*), horizontal viewing angle (*As per Mandatory Spec 24.2*), Screen brightness (*As per Mandatory Spec 24.3*), Full Messaging (*As per Mandatory Spec 24.4*)

BV =

$$\frac{\text{Price of Bidder}}{\text{Lowest Price}} \times 0.45 + \frac{\text{Bidder Volume}}{\text{Greatest Volume}} \times 0.2$$

$$+ \frac{\text{Bidder warranty}}{\text{Best warranty}} \times 0.1 + \frac{\text{Bidder Efficiency}}{\text{Best Efficiency}} \times 0.1$$

$$+ \frac{\text{Bidder chamber warranty}}{\text{Best chamber warranty}} \times 0.05 + DV (\text{max}0.05) + Display (\text{max}0.05)$$

Where: BV is Best Value

Price of Bidder is the price of each qualifying unit provided by a vendor

Lowest Price is the lowest price of all qualifying units

Bidder volume is the volume of the qualifying unit

Greatest volume is the volume of the largest qualifying unit

Best warranty is the greatest length of warranty beyond two years (full warranty period -2)

Bidder warranty is the length of warranty beyond two years (i.e., warranty length -2)

NOTE: If all warranties are two years, the value is zero, if all warranties are equal and greater than two years the ratio of Bidder warranty over Best Warranty is 1

$\frac{\text{Bidder Efficiency}}{\text{Best Efficiency}}$ is defined as: Bidder electrical requirement (KW / 100 liters volume) divided by lowest electrical requirement per 100 liters volume x 0.05

Bidder chamber warranty and Best Chamber warranty are calculated in a manner similar to the Overall Warranty, but based on a minimum of 15 years.

DV is door value. This is either set at 0.05 for a sliding door or 0.0 for a hinged door.

Display is assessed from 0 through 5% based on the following:

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

-
- (a) Text height: 2 for text > 7 mm
 - (b) Horizontal viewing angle maximum of 3
 - (c) Brightness maximum of 3
 - (d) Full messaging: 2
- Total for display is (a + b + c + d)/2

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.

5.2 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/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

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.

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.

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before _____ (To be provided at time of contract award)

6.4.5 Delivery Points

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

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Shannon McDonald
Title: Procurement Officer
Public Works and Government Services Canada
Procurement Branch
Address: Suite 110, 101-22nd St E
Saskatoon SK S7K 0E1
Telephone: 306-251-2684
Facsimile: 306-975-5397
E-mail address: Shannon.mcdonald@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 Project Authority

The Project Authority for the Contract is: **(To be provided at time of contract award)**

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

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

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

6.5.3 Contractor's Representative

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a "firm lot price(s)", as specified in Annex B. 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

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

6.6.4 SACC Manual Clauses

SACC Manual Clause C2000C (2007-11-30) Taxes – Foreign Based Contractor

SACC Manual Clause C2605C (2008-05-12) Canadian Customs Duties and Sales Tax - Foreign-based Contractor

6.6.5 Electronic Payment of Invoices – Contract

(To be provided at time of contract award)

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the following address for certification and payment.
Swift Current Research and Development Centre
Agriculture and Agri-Food Canada
Box 1030
Swift Current SK S9H 3X2

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

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 Saskatchewan.

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;
- € the Contractor's bid dated _____

6.11 SACC Manual Clauses

A9068C (2010-01-11), Government Site Regulations
B7500C (2006-06-16), Excess Goods
G1005C (2016-01-28), Insurance - No Specific Requirement

ANNEX "A" - REQUIREMENT

Agriculture and Agri-Food Canada requires the supply, delivery and installation of one (1) Autoclave to the Swift Current Research and Development Centre in Swift Current, Saskatchewan.

Product must meet or exceed the following specifications:

1	Gravity steam sterilizer for dry and liquid laboratory and greenhouse materials. This unit is not for medical use.	Mandatory
2	Temperature range must be between 100°C to 132°C ± 2°C	Mandatory
3	Sterilizer must be floor mounted. Entrance level cannot be greater than 12" (305 mm) above the floor. Should the entryway be above floor level, accompanying lift equipment to raise cart to entrance level must be included.	Mandatory
4	The autoclave including steam generator and piping, etc. must fit in space that is 12 feet (3658 mm) WIDE x 8 feet (2438 mm) HIGH x 8 feet 6 inches (2591 mm) DEEP with adequate space on all sides for required servicing if needed. The front of the autoclave will have distance of 12 feet (3658 mm) for loading and unloading carts.	Mandatory
5.	Steam for autoclave must be supplied by a Carbon Steel steam generator capable of meeting temperature and pressure and time specifications for all the autoclave programs. The steam generator must state the area it requires beside the autoclave, plus service access area (diagram spec preferred), plus kw capacity. Please state water quality, temperature and water pressure requirements. We do not require clean steam for our purposes.	Mandatory
6.	Autoclave must come with appropriate stainless steel cart(s), with stainless steel shelves and stainless steel containers for loading soil and plant material that maximizes space in the pressure chamber. If chamber is more than 4 feet (1219 mm) deep, provide 2 carts (or 1 cart with 2 carriages). The shelves must be capable of supporting minimum of 100 lbs (45.36 kg) and the cart must be capable of supporting minimum of 600 lbs. (272.16 kg).	Mandatory
7.	Pressure vessel chamber must range between 1800 and 2800 liters. This must be useable space (ie. square or rectangular area that carriage fits into).	Mandatory
8.	Pressure vessel (inner and outer shell or jacket) and door must be manufactured of stainless steel minimum with a minimum 15 year warranty.	Mandatory
9.	Exterior jacket must be thermally insulated.	Mandatory
10.	Pressure vessel door must be either horizontal sliding or left hand hinged.	Mandatory
11.1	Pressure vessel safety features must include: Lock-out switch to prevent starting a cycle if door is not closed and locked;	Mandatory
11.2	Pressure vessel safety features must include: Mechanical steam pressure lock to prevent an operator from opening door if pressure exists in chamber;	Mandatory
11.3	Pressure vessel safety features must include:	Mandatory

	Non-electrical visual chamber pressure gauge and temperature gauge as back-up to control display read out.	
12.	Must have microprocessor controlled system for research laboratory with gravity and liquid cycles preprogrammed and with operator adjustable exposure time, temperature and liquid cool down rate.	Mandatory
13.	Must have control system shielded to prevent exposure of electronics to steam and heat.	Mandatory
14.	Must have method of supervisory access to prevent cycle tampering via a security access code that allows individuals who have received proper training to use the equipment.	Mandatory
15.	Must have alpha numeric data (both onscreen and USB) of cycle status and adherence to performance. Paper printout not required.	Mandatory
16.	Must have audible and visual safety alarms for abnormal cycle conditions. Alarms: steam supply failure (chamber flooding); steam table deviation (+ or – 5 psi (34.5 KPa) quality control/assurance for proper sterilization); under or over temperature (informs of dangerously inadequate or excessive sterilization conditions).	Mandatory
17.	In the event of power or microprocessor failure, chamber must return safely to atmospheric pressure and have a manual method of opening door if required.	Mandatory
18.	600 volt 3 phase and 120 volt electrical readily available. 300 amps are available on the 600 volt service and 100 amps are available on the 120 volt service. Please include any conversion costs to accommodate your autoclave.	Mandatory
19.	Must be ISO 9001 certified manufacturer and sterilizer compliance with all applicable federal and provincial manufacturing codes (ASME Boiler & Pressure Codes; UL & CSA, etc.)	Mandatory
20.	Must include installation of new autoclave, startup, and stated specification performance check.	Mandatory
21.	Must include on site operator training of a minimum of 10 staff by qualified personnel within three weeks of the unit being installed.	Mandatory
22.	Must include minimum two (2) year on-site warranty from date of acceptance of equipment covering parts, labor, travel and accommodations and all related expenses.	Mandatory
23.	Contractor must provide two copies in hardcopy (English) of the operating and maintenance manuals, plumbing and wiring diagrams.	Mandatory
Additional safety and operational cost saving features:		
24.1	Digital display: Minimum 7mm text height	Mandatory
24.2	Digital Display: Minimum viewing angle of 90 degree (45 degrees off-centre)	Mandatory
24.3	Digital Display: Minimum brightness: 250 nits	Mandatory
24.4	Unit messaging: complete messages or codes.	Mandatory
24.5	Steam purge and exhaust condensate cooling to floor drain to minimize room steam;	Mandatory

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

24.6	Utility startup/shutdown timer to reduce energy cost and increase equipment life.	Mandatory
25.1	Electrical Steam Generation: KW/100 liter capacity of pressure vessel chamber KW / 100 l must be less than 7 KW / 100 l	Mandatory

Delivery to:

FOB DESTINATION:

Swift Current Research and Development Centre
#1 Airport Road, Gate 4
Swift Current, Saskatchewan

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

ANNEX "B" – BASIS OF PAYMENT

- ❖ Bidder must quote firm, all-inclusive prices, including all materials, equipment and travel as detailed in Annex A – Requirement. All surcharges (if applicable) must be included in the prices quoted herein.
- ❖ FOB Destination
- ❖ Price includes all shipping and delivery charges
- ❖ Customs duties are excluded.
- ❖ GST, if applicable, is to be shown as a separate item on any resulting invoice.

Item Description	Quantity	Price
Autoclave as per the Annex A - Requirement	One (1) complete unit as per Annex A - Requirement	\$_____/each

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

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)

Annex "D" - MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS

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, whether the product offered "meets" or "doesn't meet".
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 technical documentation it demonstrates compliance. It is the Bidders responsibility to ensure that the submitted supporting technical documentation provides detail to prove that the proposed product(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 the supporting documentation referenced above 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 the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.
5. 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.
6. Failure to meet each mandatory performance specification will result in the bid being deemed non-responsive, and be given no further consideration.

Requirement:	Manufacturer Offered:	Model number Offered#:
Autoclave		

Item #	Performance Specification	Status (M) Mandatory	Performance Specification Met? Indicate either Yes/No	Performance Specification Offered: Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference: In this column, Bidders should cross-reference where this performance specification is indicated in their supporting documents.
1	Gravity steam sterilizer for dry and liquid laboratory and greenhouse materials. This unit is not for medical use.	Mandatory			

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

2	Temperature range must be between 100°C to 132°C ± 2°C	Mandatory			
3	Sterilizer must be floor mounted. Entrance level cannot be greater than 12" (305 mm) above the floor. Should the entryway be above floor level, accompanying lift equipment to raise cart to entrance level must be included.	Mandatory			
4	The autoclave including steam generator and piping, etc. must fit in space that is 12 feet (3658 mm) WIDE x 8 feet (2438 mm) HIGH x 8 feet 6 inches (2591 mm) DEEP with adequate space on all sides for required servicing if needed. The front of the autoclave will have distance of 12 feet (3658 mm) for loading and unloading carts.	Mandatory			
5.	Steam for autoclave must be supplied by a Carbon Steel steam generator capable of meeting temperature and pressure and time specifications for all the autoclave programs. The steam generator must state the area it requires beside the autoclave, plus service access area (diagram spec preferred), plus kw capacity. Please state water quality, temperature and water pressure requirements. We do not require clean steam for our purposes.	Mandatory			
6.	Autoclave must come with appropriate stainless steel cart(s), with stainless steel shelves and stainless steel containers for loading soil and plant material that maximizes space in the pressure chamber. If chamber is more than 4 feet (1219 mm) deep, provide 2 carts (or 1 cart with 2 carriages). The shelves must be capable of supporting minimum of 100 lbs (45.36 kg) and the cart must be capable of supporting minimum of 600 lbs (272.16 kg).	Mandatory			

7.	Pressure vessel chamber must range between 1800 and 2800 liters. This must be useable space (ie. square or rectangular area that carriage fits into).	Mandatory			
8.	Pressure vessel (inner and outer shell or jacket) and door must be manufactured of stainless steel minimum with a minimum 15 year warranty.	Mandatory			
9.	Exterior jacket must be thermally insulated.	Mandatory			
10.	Pressure vessel door must be either horizontal sliding or left hand hinged.	Mandatory			
11.1	Pressure vessel safety features must include: Lock-out switch to prevent starting a cycle if door is not closed and locked;	Mandatory			
11.2	Pressure vessel safety features must include: Mechanical steam pressure lock to prevent an operator from opening door if pressure exists in chamber;	Mandatory			
11.3	Pressure vessel safety features must include: Non-electrical visual chamber pressure gauge and temperature gauge as back-up to control display read out.	Mandatory			
12.	Must have microprocessor controlled system for research laboratory with gravity and liquid cycles preprogrammed and with operator adjustable exposure time, temperature and liquid cool down rate.	Mandatory			
13.	Must have control system shielded to prevent exposure of electronics to steam and heat.	Mandatory			
14.	Must have method of supervisory access to prevent cycle tampering via a security access code that allows individuals who have	Mandatory			

	received proper training to use the equipment.				
15.	Must have alpha numeric data (both onscreen and USB) of cycle status and adherence to performance. Paper printout not required.	Mandatory			
16.	Must have audible and visual safety alarms for abnormal cycle conditions. Alarms: steam supply failure (chamber flooding); steam table deviation (+ or – 5 psi [34.5 KPa] quality control/assurance for proper sterilization); under or over temperature (informs of dangerously inadequate or excessive sterilization conditions).	Mandatory			
17.	In the event of power or microprocessor failure, chamber must return safely to atmospheric pressure and have a manual method of opening door if required.	Mandatory			
18.	600 volt 3 phase and 120 volt electrical readily available. 300 amps are available on the 600 volt service and 100 amps are available on the 120 volt service. Please include any conversion costs to accommodate your autoclave.	Mandatory			
19.	Must be ISO 9001 certified manufacturer and sterilizer compliance with all applicable federal and provincial manufacturing codes (ASME Boiler & Pressure Codes; UL & CSA, etc.)	Mandatory			
20.	Must include installation of new autoclave, startup, and stated specification performance check.	Mandatory			
21.	Must include on site operator training of a minimum of 10 staff by qualified personnel within three weeks of the unit being installed.	Mandatory			
22.	Must include minimum two (2) year on-site warranty from date of	Mandatory			

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

	acceptance of equipment covering parts, labor, travel and accommodations and all related expenses.				
23.	Contractor must provide two copies in hardcopy (English) of the operating and maintenance manuals, plumbing and wiring diagrams.	Mandatory			
Additional safety and operational cost saving features:					
24.1	Digital display: Minimum 7mm text height	Mandatory			
24.2	Digital Display: Minimum viewing angle of 90 degree (45 degrees off-centre)	Mandatory			
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24.4	Unit messaging: complete messages or codes.	Mandatory			
24.5	Steam purge and exhaust condensate cooling to floor drain to minimize room steam;	Mandatory			
24.6	Utility startup/shutdown timer to reduce energy cost and increase equipment life.	Mandatory			
25.1	Electrical Steam Generation: KW/100 litre capacity of pressure vessel chamber KW / 100 l must be less than 7 KW / 100 l	Mandatory			

Annex "E" – Technical Point Rating Evaluating Matrix

Item #	Point Rated Technical Criteria	Cross Reference: In this column, Bidders should cross-reference where this is indicated in their supporting documents.	Maximum Points	Points Awarded
1	Pressure Vessel Chamber Volume Points based on ratio to largest volume offered by competitors (As per Mandatory Spec 7)		20	
2	Greater than 2 year on-site warranty Points based on ratio to greatest extended warranty greater than 2 years offered by competitors. (As per Mandatory Spec 22)		10	
3	Operational Efficiency 6 points based on ratio to lowest energy consumption per unit volume of competitors. (As per Mandatory Spec 25.1)		6	
4	Extended warranty for pressure chamber beyond 15 years Points based on ratio to best extended warranty offered by competitors. (As per Mandatory Spec 8)		5	
5	Sliding entrance door Horizontal Sliding door – 5 points Hinged door – 0 points (As per Mandatory Spec 10)		5	
6	Text height and full messaging Text height > 7 mm = 2 points (As per Mandatory Spec 24.1) Horizontal viewing angle > 90° < 110° = 1 point; >110° < 140° = 2 points >140° = 3 points (As per Mandatory Spec 24.2)		9	

Screen brightness > 250 nits < 400 nits = 1 point Screen brightness > 400 nits < 700 nits = 2 points Screen brightness > 700 nits = 3points (As per Mandatory Spec 24.3) Full messaging = 2 points (As per Mandatory Spec 24.4)			
Minimum/Maximum Points			/ 55

Formula for the evaluation of the autoclave; best value to the Crown.

The formula is based on the following:

- 45% lowest price (As per Annex B – Basis of Payment)
- 20% volume (As per Mandatory Spec 7)
- 10% for greater than 2-year on-site warranty. (As per Mandatory Spec 22)
- 10% for operational efficiency (As per Mandatory Spec 25.1)
- 5% extended warranty for pressure chamber beyond 15 years (As per Mandatory Spec 8)
- 5% for sliding entrance door vs. hinged door. (As per Mandatory Spec 10)
- 5% for text height (As per Mandatory Spec 24.1), horizontal viewing angle (As per Mandatory Spec 24.2), Screen brightness (As per Mandatory Spec 24.3), Full Messaging (As per Mandatory Spec 24.4)

BV =

$$\frac{\text{Price of Bidder}}{\text{Lowest Price}} \times 0.45 + \frac{\text{Bidder Volume}}{\text{Greatest Volume}} \times 0.2$$

$$+ \frac{\text{Bidder warranty}}{\text{Best warranty}} \times 0.1 + \frac{\text{Bidder Efficiency}}{\text{Best Efficiency}} \times 0.1$$

$$+ \frac{\text{Bidder chamber warranty}}{\text{Best chamber warranty}} \times 0.05 + DV (\text{max}0.05) + Display (\text{max}0.05)$$

Where: BV is Best Value

Price of Bidder is the price of each qualifying unit provided by a vendor

Lowest Price is the lowest price of all qualifying units

Bidder volume is the volume of the qualifying unit

Greatest volume is the volume of the largest qualifying unit

Best warranty is the greatest length of warranty beyond two years (full warranty period -2)

Bidder warranty is the length of warranty beyond two years (i.e., warranty length -2)

Solicitation No. - N° de l'invitation
01581-180721/A
Client Ref. No. - N° de réf. du client
01581-180721

Amd. No. - N° de la modif.
File No. - N° du dossier
STN-7-40036

Buyer ID - Id de l'acheteur
stn203
CCC No./N° CCC - FMS No./N° VME

NOTE: If all warranties are two years, the value is zero, if all warranties are equal and greater than two years the ratio of Bidder warranty over Best Warranty is 1

$\frac{\text{Bidder Efficiency}}{\text{Best Efficiency}}$ is defined as: Bidder electrical requirement (KW / 100 l) per unit volume divided by lowest electrical requirement per unit volume x 0.6

Bidder chamber warranty and Best Chamber warranty are calculated in a manner similar to the Overall Warranty, but based on a minimum of 15 years.

DV is door value. This is either set at 0.05 for a sliding door or 0.0 for a hinged door.

Display is assessed from 0 through 6% based on the following:

- Text height: 1 for text > 7 mm
- Horizontal viewing angle maximum of 3
- Brightness maximum of 3
- Full messaging: 2