



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving  
PWGSC  
33 City Centre Drive  
Suite 480C  
Mississauga  
Ontario  
L5B 2N5  
Bid Fax: (905) 615-2095**

**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> VT Testing Plant	
<b>Solicitation No. - N° de l'invitation</b> 23584-180937/A	<b>Date</b> 2018-01-15
<b>Client Reference No. - N° de référence du client</b> 23584-180937	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$TOR-015-7465	
<b>File No. - N° de dossier</b> TOR-7-40135 (015)	<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 2018-02-26</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<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> Abela, Aaron	<b>Buyer Id - Id de l'acheteur</b> tor015
<b>Telephone No. - N° de téléphone</b> (905) 615-2061 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATURAL RESOURCES 183 Longwood Road South Hamilton Ontario L8P0A5 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  
Ontario Region  
33 City Centre Drive  
Suite 480  
Mississauga  
Ontario  
L5B 2N5

<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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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security requirement associated with this bid solicitation.

### **1.2 Requirement**

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

### **1.3 Debriefings**

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

### **1.4 Trade Agreements**

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

## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

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

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

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

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

Delete: 60 days

Insert: 90 days

### **2.2 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 Ontario, Canada.

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 (2 hard copies)

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

### **3.1.3 SACC Manual Clauses**

## **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**

A bid must comply with all requirements of the bid solicitation to be declared responsive.

##### **4.1.1.2 Point Rated Technical Criteria**

See Annex "D" Evaluation Criteria.

#### **4.1.2 Financial Evaluation**

##### **4.1.2.1 Mandatory Financial Criteria**

The bidder must submit firm unit or firm lot prices excluding GST/HST in accordance with the Basis of Payment at Annex B.

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB Destination, Canadian customs duties and excise taxes included.

The evaluated price will be calculated using the Bidder's proposed Firm unit price multiplied by the quantity as provided in Annex B.

#### 4.1.3 SACC Manual Clause

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

#### 4.1.4 Basis of Selection

1. To be declared responsive, a bid must:
  - A. comply with all the requirements of the bid solicitation; and
  - B. meet all mandatory criteria; and
  - C. obtain the required minimum points specified for criteria numbers RC1 (1 point), and RC2 (2 points) for the technical evaluation, and
2. Bids not meeting (a) or (b) or (c) 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 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

#### Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)

		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		55,000	50,000	45,000
Calculations	Technical Merit Score	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	Pricing Score	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
Combined Rating		83.84	75.56	80.89
Overall Rating		1st	3rd	2nd

## **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 "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 Award to May 31, 2018.

#### **6.4.2 Delivery Date**

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

#### **6.4.3 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:

Name: Aaron Abela  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Ontario Region  
Address: 33 City Centre Drive Suite 480C  
Mississauga, Ontario L5B 2N5  
Telephone: (905) 615-2061  
Facsimile: (905) 615-2060  
E-mail address: [Aaron.Abela@pwgsc.gc.ca](mailto:Aaron.Abela@pwgsc.gc.ca)

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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 (TBA at time of contract award)

The Project Authority for the Contract is:

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

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

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

### 6.5.3 Contractor's Representative (*to be completed by Bidder*)

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

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

## 6.6 Payment

### 6.6.1 Basis of Payment - Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

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

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

### 6.6.2 Milestone Payments

For Annex B, Section 1.0

1. Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract, up to 90 percent of the amount claimed and approved by Canada if:

a. an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;

b. the total amount for all milestone payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Contract;

c. all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;

d. all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.

2. The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all Work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted

### **6.6.3 Limitation of Price**

*SACC Manual* clause C6000C (2011-05-16) Limitation of Price

### **6.6.4 Multiple Payment**

*SACC Manual* clause H1001C (2008-05-12) Multiple Payments

### **6.6.5 Electronic Payment of Invoices – Contract**

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

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

## **6.6 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.
  - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

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tor015  
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## **6.7 Certifications and Additional Information**

### **6.7.1 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 Applicable Laws**

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

### **6.9 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 \_\_\_\_\_

### **6.10 Insurance Requirements**

SACC Manual clause [G1005C](#) (2016-01-28) Insurance, No Specific Requirement

SACC Manual clause B7500C (2006-06-16) Excess Goods

**ANNEX "A"**  
**REQUIREMENT**

**TITLE: *Non-Destructive Test Specimen (VT Prototype)***

**1. SCOPE**

The Non- Destructive Testing Certification Body at Natural Resources Canada, Hamilton has a requirement for the manufacture of one (1) Visual Testing Plant Surveillance Assembly. This is for the creation of a single prototype assembly that will require the manufactured of multiple units at a later date. The test specimen is to be manufactured as per the detailed engineering drawings contained in the requirements section below with the addition of pre-determined flaws of various sizes and orientations.

**2. REQUIREMENTS**

**Mandatory Technical Specifications for Test Specimens**

2.1 The Contractor must provide the stated quantity (1) of the specimen, manufactured to the requirements according to the stated specifications identified in the drawings attached at Appendix 1 to Annex A - Requirement.

2.2 The Contractor must include the 12-15 custom defects in the design and fabrication of the unit. These defects will be identified to the Contractor by NRCAN representatives during a Kick-Off meeting between the Contractor and NRCAN, which must occur within 2-4 days of the contract award date. NRCAN estimates that each custom design defect will each add approximately 1-2 hours to the time required to construct the unit.

**2.3 Surface conditions**

The inspection access area of the specimen must have a surface free from dirt, oil, loose products of corrosion, surface roughness, protective coatings, etc. that could interfere with the application of the NDT methods to be used (Visual Testing).

2.4 Non-Disclosure Agreement

The Contractor must not disclose, unless otherwise directed by NRCAN Project Authority, any of the custom design defects inserted into the unit at any time during the fabrication and post-delivery and acceptance stage at any time.

**3. DOCUMENTATION**

3.1 Specimen Master Report

The Contractor must provide at the time of delivery, in English, documentation as part of a Specimen Master Report. This report must contain all the discontinuities in the test specimens. Each master sheet must contain the defect size, orientation and location (distance) in regards to reference datum.

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tor015  
CCC No./N° CCC - FMS No./N° VME

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Defect Master Sheets will be delivered in both hard copy (printed) format and digital format (Pdf or other agreed upon format).

Prior to manufacture, contractor must produce shop drawings and submit to NRCAN for approval.

At completion of contract, contractor will provide to NRCAN detailed written assembly instructions for the alternative configurations (including required tools and equipment) and instructions for installation of protective cover and for locking wheels.

#### **4. DELIVERY & ON-SITE ACCEPTANCE AT THE PROJECT AUTHORITY SITE**

The overall system must be delivered to NRCAN where it will undergo a full acceptance test carried out by the contractor under the supervision of the NRCAN team. Acceptance of the systems will only occur once all specifications have been met. The warranty period will commence upon final acceptance by NRCAN.

The Contractor must be responsible for all direct and indirect cost of labour, tools, equipment rental, materials and supplies required and associated to the delivery, package, transport, and installation of all the deliverables.

Upon delivery of the deliverables laid out in the contract, (individual test specimens, and master defect reports) an NDT Technologist and Examiner employed with the NDTCB will evaluate the items and insure they are compliance with the specifications.

Any discrepancies with either will be subject to correction by the contractor.

Once the NDTCB has agreed that the deliverables met the stated specifications payment will be made to the contractor.

#### **5. SCHEDULE OF DELIVERABLES**

##### **4.1 Reporting Requirements**

Contractor must provide updates via e-mail or teleconference when each of the following stages have been completed:

**MILESTONE 1:** Attendance and Completion of Kick-Off Meeting/Teleconference

**MILESTONE 2:** Completion of Shop Drawings

**MILESTONE 3:** Submission of Bill of Materials Invoicing (Purchase of Materials). Purchase/ Procurement of Raw Materials.

**MILESTONE 4:** 50% Build Completion. Documented via photos/video. When Fifty Percent (50%) of production has been manufactured.

**MILESTONE 5:** 100% Completion of Build with P.Eng Sign off. When Manufacturing has been completed This stage must also include:  
-Installation, Assembly, and System Performance demonstration of the entire system.

**MILESTONE 6:** - Completion of On-Site Training  
-Completion of Written assembly instruction for Alternate Configurations.

## 4.2 Specification and Standards

See the requirements laid out in the test specimen specifications Section 2.1 - **Mandatory Technical Specifications for Test Specimens**

## 5.0 OTHER TERMS AND CONDITIONS

### 5.1 Contractor's Obligations

The Contractor must also be responsible for completing each of the following:

- Keep all documents, drawings, photos and test specimen requirements and/or any other specifics about the NDTCB test specimens confidential. Sign the NDTCB confidential agreement to be provided at the Kick-Off meeting.
- Participate in teleconferences to provide updates on the status of the manufacture of the test specimens and the target completion date.
- Inform NDTCB immediately if any factors may cause delays in the delivery of completed specimens.
- Final assembly must be approved by engineer who will sign off final assembly with P.Eng stamp.

### 5.2 NRCan's Obligations

- NRCan will provide access to NDTCB staff members to answer questions that the contractor may have concerning the project.
- NRCan will provide support/assistance as required.

### 5.4 Location of Work, Work Site and Delivery Point

Fabrication work must be completed at the contractor's place of business.

The Contractor must deliver the test specimen unit in satisfaction of the contract to the following address:

#### **DELIVERY LOCATION:**

Canmet Materials  
Minerals and Metals Sector  
183 Longwood Road South  
Hamilton, Ontario  
Canada  
L8P 0A5  
Attention: NDT Certification Body --- (TAB at Contract Award) - Technologist and Examiner

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## **Appendix 1 to ANNEX "A"**

### **Engineering Drawings**

**See attached.**

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## **ANNEX "B"**

### **BASIS OF PAYMENT**

The prices must be all-inclusive firm prices in Canadian dollars, including all direct and indirect cost of labour, tools, equipment rental, installation, standby time, materials and supplies required to delivery and install the deliverables. Firm prices are FOB Destination, customs duties, packaging and handling fee, transportation, delivery charges and the Canadian customs duties and excise taxes included.

All deliverables must be delivered to Canmet Materials, Hamilton , Ontario, Canada and must be completed on or before April 30<sup>th</sup>, 2018.

Canada will make milestone payments in accordance with the Schedule of Milestones below.

Each claim for payment will include a 10% holdback.

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**1.0 FIRM REQUIREMENT**

**1.1 Complete Test Specimen Unit must be delivered by May 31, 2018**

Milestone No.	Milestone Description	Firm Amount (HST Extra)	Delivery Date
1.	- Attendance and Completion of Kick-Off Meeting/Teleconference	\$ _____  Holdback: \$ _____ (10% of firm amount)	Date: Within 5days after the date of contract award.
2.	Completion of Shop Drawings	\$ _____  Holdback: \$ _____ (10% of firm amount)	Date: _____ days after the date of contract award.
3.	Bill of Materials Invoicing (Purchase of Materials)	\$ _____  Holdback: \$ _____ (10% of firm amount)	Date: _____ days after the date of contract award.
4.	50% Build Completion. Documented via photos/video	\$ _____  Holdback: \$ _____ (10% of firm amount)	Date: _____ days after the date of contract award.
5.	100% Completion of Build with P.Eng Sign off. This stage to also include:  -Installation, Assembly, and System Performance demonstration of the entire system.	\$ _____  Holdback: \$ _____ (10% of firm amount)	May 31st, 2018
6.	- Completion of On-Site Training  -Completion of Written assembly instruction for Alternate Configurations.	\$ _____  Holdback: \$ _____ (10% of firm amount)	May 31st, 2018
	Release of all holdbacks is	\$ _____	

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	dependent on the acceptance of the entire system and on-site training.		
	<b>TOTAL COST FOR MILESTONES 1-6</b>	\$ _____	

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## **ANNEX “C”**

### **ELECTRONIC PAYMENT INSTRUMENTS**

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

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

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## ANNEX D

### EVALUATION CRITERIA

#### Point Rated Technical Criteria (Total Maximum available points: 10 points)

Bids will be evaluated against the following point rated technical criteria.

Req. ID	Rated Requirement	Evaluation Criteria Scoring Method	Maximum Points Available	Minimum Points Required	Identify where the supporting documentation is located in the bid package (page number(s))
RC1	<p>Experience with fabrication</p> <p>Demonstrate the Bidders experience by certifying the number of years of experience, from the date of bid closing, the company has doing fabrication work based on detailed engineering drawings.</p> <p>To demonstrate this, the Bidder should include a short description of the scope of the work, with a brief evaluation of the need and objectives of the work, and the reasons for carrying it out..</p> <p>A maximum of 5 points will be awarded for this criterion.</p>	<p>Each bidder will be given one (1) point for each year of experience.</p>	5	1	

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Req. ID	Rated Requirement	Evaluation Criteria Scoring Method	Maximum Points Available	Minimum Points Required	Identify where the supporting documentation is located in the bid package (page number(s))
RC2	<p>References in fabrication work based on detailed engineering drawings</p> <p>Bidders should submit contact details for 5 customers who will act as references and who have had fabrication work done for them. NRCan will conduct a telephone interview where the identified reference contact would be asked to provide a yes or no answer. Results from all 5 references will be added together to determine an overall category result score.</p> <p>To demonstrate this criteria, the bidder should provide each of the following criteria:</p> <ol style="list-style-type: none"> <li>1. Provide the name and contact information of the organizations stated and a reference or contact person.</li> </ol> <p>Canada reserves the right to contact the reference to verify the information stated. If after 3 attempts the contact cannot be reached, the bid will be deemed non-responsive.</p> <p>If more than 5 references are provided, only the first 5 references listed will be evaluated.</p> <p>Note: If these documents have not been provided at bid closing, PWGSC will notify the bidder, offeror or supplier that they are required to provide them within two business days</p>	<p>Each bidder will earn 1 point for each positive reference supplied. The answer to each of the five question below must be positive to earn one (1) Point. If any of the answers to the questions is negative, the bidder earns zero (0) points for that reference. No exceptions.</p> <p>The following questions will be answered:</p> <ol style="list-style-type: none"> <li>1. Was the Project completed on Time (Yes/No)</li> <li>2. Was the project completed within quoted budget? (Yes/No)</li> <li>3. Where you satisfied with the completed project? (Yes/No)</li> <li>4. Did the contractor communicate well and effectively with you before, during and after</li> </ol>	5	2	

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Req. ID	Rated Requirement	Evaluation Criteria Scoring Method	Maximum Points Available	Minimum Points Required	Identify where the supporting documentation is located in the bid package (page number(s))
	<p>following notification by PWGSC.</p> <p>Once notified, any bidder, offeror or supplier that fails to provide the required document(s) within two business days will be informed by the Department that their bid, offer or arrangement is non-responsive and that it will be given no further consideration</p>	<p>the project? (Yes/No)</p> <p>5. Would you use them again for another project? (Yes/No)</p>			

**TOTAL EVALUATED SCORE (RC1 + RC2) = / 10 points**

**MANDATORY MINIMUM PASS MARK:**

**RC1: is 1 point**

**RC2: 2 points**

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