



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
Pacific Region
401 - 1230 Government Street
Victoria, B.C.
V8W 3X4
Bid Fax: (250) 363-3344

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Title - Sujet Avionics Workbenches	
Solicitation No. - N° de l'invitation W0133-18T016/A	Date 2018-01-23
Client Reference No. - N° de référence du client W0133-18T016	
GETS Reference No. - N° de référence de SEAG PW-\$VIC-205-7433	
File No. - N° de dossier VIC-7-40122 (205)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-03-05	Time Zone Fuseau horaire Pacific Standard Time PST
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: Opazo, Marcel	Buyer Id - Id de l'acheteur vic205
Telephone No. - N° de téléphone (250) 580-5789 ()	FAX No. - N° de FAX (250) 363-0395
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE 19 AMS - 7 Hanger LAZO British Columbia V9M4C6 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 - Pacific
Region
401 - 1230 Government Street
Victoria, B. C.
V8W 3X4

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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM	Destination	Plant/Usine	Del. Offered Liv. offerte	Delivery Req. Livraison Req.	See Herein
1	Avionics Workbenches	W0133	W0133	1	LOT		\$	XXXXXXXXXXXX			

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security requirement applicable to the requirement.

1.2 Statement of Work

See Annex "A"

1.3 Comprehensive Land Claims Agreement(s)

Not Applicable

1.4 Set-aside under the Federal Government Procurement Strategy for Aboriginal Business (PSAB)

Not Applicable

1.5 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.

1.6 National Security Exception

N/A

1.7 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) (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

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 Former Public Servant

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.5 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

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>). 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 “X” 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

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

See Annex “A”

4.1.2 Financial Evaluation

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

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 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.

5.2.3 Additional Certifications Precedent to 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 Statement of Work

See 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.

6.3.2 Supplemental General Conditions

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to March 31, 2018 inclusive

6.4.2 Delivery Date

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

6.4.3 Option to Extend the Contract

6.4.4 Comprehensive Land Claims Agreement(s)

6.4.5 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

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File No. - N° du dossier
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Buyer ID - Id de l'acheteur
vic205
CCC No./N° CCC - FMS No./N° VME

The Contracting Authority for the Contract is:

Name: Marcel Opazo
Title: Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Pacific Region
Address: 401-1230 Government Street, Victoria, BC, V8W 3X4

Telephone: 250-580-5789

E-mail address: marcel.opazo@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 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 determined at contract award.

6.6 Proactive Disclosure of Contracts with Former Public Servants

Not Applicable.

6.7 Payment

6.7.1 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 of CAD \$ _____. 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.

6.7.2 Limitation of Price

6.7.3 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12) Single Payment

6.7.4 SACC Manual Clauses

6.7.5 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)

6.8 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.

6.9 Certifications and Additional Information

6.9.1 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.

6.9.2 Federal Contractors Program for Employment Equity - Default by the Contractor

6.9.3 SACC Manual Clauses

6.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia

6.11 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) Annex C, Electronic Payment Instruments
- (f) the Contractor's bid dated _____

ANNEX "A"

STATEMENT OF WORK

STATEMENT OF REQUIREMENT

19 AIR MAINTENANCE SQUADRON AVIONICS LABORATORY REPLACEMENT AVIONICS WORK BENCHES

Section 1.0 – Scope

1.1 Purpose

To replace current failing avionics work benches with modern, ESD compliant work benches in support of operations at 19 Wing Comox.

1.2 Background

The current avionics workbenches were purpose built in the 1960s; manufactured wooden benches locally created by the Construction Engineering (CE) section. There is no Life Cycle Materiel Manager (LCMM) assigned to these benches. These benches have been in service for approximately sixty years with no significant maintenance to the wiring and are now in a state of disrepair. To date, general safety inspections have caused 4 of the benches to become unserviceable due to fraying wires. These failing benches have created issues with the ability for Avionics Systems (AVS) Technicians to carry out support to operations since time must be taken to replace the frayed wiring to ensure they are safe for use.

Although originally manufactured by CE, Real Property Operations (RP Ops) has deemed that these benches do not fall within their area of responsibility as they are not hard-wired, and have declined to provide support to maintain these benches. AVS Technicians are likewise not qualified or trained to maintain or repair these benches. Further, these benches are no longer compliant with current electrical codes and pose additional challenges as technology has advanced over the last half century.

Across Canada, units with Avionics Laboratories have been upgraded to support modern equipment and new airframes. 19 AMS continues to operate a full capability to support aging fleets while preparing to also take on support of new fleets.

As 19 AMS is mandated to provide avionics support for the foreseeable future, and because the workbenches are no longer able to be relied upon to continue this mandate, a replacement should be purchased.

Section 2.0 – Requirements

2.1 Tasks

Deliverables shall provide the same function as current work benches used to inspect and repair sensitive electronic equipment. Benches should have modern ESD protections, ability to power various testing equipment and support the weight of this equipment as required for operations.

Deliverables should be similar in nature to other work benches within CAF specializing in sensitive electronics for ease of future repairs or upgrades to support future fleet requirements.

Current benches are 12' in length, however, to improve portability, replacement benches are to be standard 72" length and come with the ability to connect benches together using a Tight-Fit connection system.

2.2 General Technical Requirements

General Technical requirements for replacement work benches include:

- Work Benches must have ESD packages installed, including personnel grounding (such as wrist straps), common grounding points (such as common bus bar), and ESD compliant work surfaces;
- Must be within certain dimensions to fit within the laboratory;
- Must have a locking wheel castor, either fixed or retractable;
- Must have a primary work surface with adjustable primary and secondary riser and lower shelf with dimensions described below;
- Must be able to handle weight of equipment and electronics which will be loaded onto the benches for operation, as described below;
- Must provide adequate power to equipment loaded onto the bench, as described below.

2.3 Detailed Technical Requirements

Replacement work benches must meet detailed technical requirements, including:

- Must be 36" (inches) high and 72" long (within ± 2 " to fit space in laboratory);
- Must have frame construction made of tubular, powder-coated steel with minimum 1½" square width with each leg rated for minimum 300lb load rating;
- Must be able to support 1000 lbs (approximately 450 kg) evenly distributed;
- Primary adjustable riser shelf with a minimum 15" depth that can support 250 lbs evenly distributed;
- Work benches should have a secondary adjustable riser shelf with minimum 15" depth that can support 250 lbs evenly distributed;
- Lower shelf half depth 15" depth;
- Must be able to provide 120VAC 60Hz power through a power strip with minimum 12 outlets through a 72" length rail, with surge protection and minimum 3 metre (15') cord length.

2.4 Constraints

Work benches must meet requirements stated above. Supplier must deliver benches and associated equipment to CAF prior to 31 March 2018.

Future maintenance or support required from contractor will be managed through separate contracting mechanisms.

2.5 CAF Responsibilities

CAF will provide escorts for any contractors who may need access to DND facilities to complete this work.

CAF is responsible for installation any modifications to workbenches following receipt in order to meet specific power requirements of specialized avionics equipment.

CAF will provide appropriate Technical Authorities to confirm work benches are appropriate for use in the Avionics Laboratory at 19 AMS prior to completion of this work.

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2.6 Contractors Responsibilities

Contractor is responsible to ensure work benches are delivered to DND prior to 31 March 2018.

Contractor is responsible to ensure deliverables arrive new and in working order, and packaged to prevent damage during shipping.

Section 3.0 – Deliverables

Supplier will deliver quantity twenty-three (23) Electrostatic Discharge (ESD) compliant work benches that meet general and detailed technical requirements. Supplier will also provide quantity ten (10) Tight-Fit connection systems to allow benches to be installed end to end. Deliverables are to meet quality standards for modern ESD control programs, ANSI/ESD S20.20 or similar. Deliverables shall be shipped to 19 Wing Comox for CAF installation and use at 19 AMS Avionics Laboratory.

Section 4.0 – Contracting Officer Contact Information

Sgt Lynn Myers, System Control Officer, 19 Wing Comox
Canadian Armed Forces
Telephone: 250-339-8211 x8824

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ANNEX "B"

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 of CAD \$ _____. 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.

Delivery point:

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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)