



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

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St./ 11 rue, Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

**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 VT-SHED	
Solicitation No. - N° de l'invitation K8A21-180540/A	Date 2018-04-27
Client Reference No. - N° de référence du client K8A21-180540	
GETS Reference No. - N° de référence de SEAG PW-\$\$PV-957-74777	
File No. - N° de dossier pv957.K8A21-180540	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-06-11	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
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: Granger, Dominique	Buyer Id - Id de l'acheteur pv957
Telephone No. - N° de téléphone (819) 420-5227 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF THE ENVIRONMENT Attn: Peter Barton 335 RIVER RD OTTAWA Ontario K1V1C7 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

Scientific, Medical and Photographic Division / Division de l'équipement scientifique, des produits photographiques et pharmaceutiques
11 Laurier St./ 11 rue, Laurier
6A2, Place du Portage
Gatineau, Québec K1A 0S5

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

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PART 1 - GENERAL INFORMATION

1.1 Requirement

The requirement is detailed under Annex "A".

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 World Trade Organization Agreement on Government Procurement (WTO-AGP), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), 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.

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

Delete: 60 days
Insert: 90 days

2.1.1 SACC Manual Clauses

SACC Manual clause [B1000T \(2014-06-26\)](#) Condition of Material

2.2 Submission of Bids

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

Bid Receiving - PWGSC

Place du Portage, Phase III, Core 0B2
11 Laurier Street
Gatineau, Quebec
For couriers: J8X 4A6
For regular mail: K1A 0S5

Telephone: (819) 420-7201

Fax No.: (819) 997-9776

The above address is for the sole purpose of bid submission. No other communications are to be forwarded to this address.

No proposal should be sent directly to the PWGSC Contracting Authority.

2.2.1 Improvement of Requirement during Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of

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competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least ten (10) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

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.

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 (3 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 demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

The technical bid consists of the following:

- (a) **Supporting Technical documentation:** Technical brochures or technical data to demonstrate compliancy to the requirement as described in Annex "A".
- (b) **List of Products:** Bidders must include a complete product list identifying: the product name; the name of manufacturer; the model and part number of each component which make up the system. Bidders must also state the point of manufacture and shipping of goods or where service is to be performed: The bidder is requested to use the form provided in Annex "C".

(c) **Description of the Bidder's Maintenance and Support Services:** Bidders should include a description of its warranty, maintenance and support services, which must be consistent with all the requirements described in Annex "A". At a minimum, Bidders should include the following:

- (i) Locations of available replacement parts from consumables to major components.
- (ii) List the frequency of routine maintenance visits provided by a qualified service technician during the warranty period, if applicable and included in the price.

Section II: Financial Bid

- (a) **Pricing:** Bidders must submit their financial bid in accordance with the Basis of Payment including Annex "B" – Pricing Tables.
- (b) **All Costs to be Included:** The financial bid must include all costs for the requirement described in the bid solicitation for the entire Contract Period, including any option years. The identification of all necessary equipment, software, peripherals, cabling and components required to meet the requirements of the bid solicitation and the associated costs of these items is the sole responsibility of the Bidder.
- (c) **Blank Prices:** Bidders are requested to insert "\$0.00" for any item for which it does not intend to charge or for items that are already included in other prices set out in the tables. If the Bidder leaves any price blank, Canada will treat the price as "\$0.00" for evaluation purposes and may request that the Bidder confirm that the price is, in fact, \$0.00. No bidder will be permitted to add or change a price as part of this confirmation. Any bidder who does not confirm that the price for a blank item is \$0.00 will be declared non-responsive.

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "E" Form 2 - Electronic Payment Instruments, to identify which ones are accepted.

If Annex "E" Form 2 - 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

SACC Manual clause [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 Evaluation Criteria

The mandatory technical evaluation criteria are detailed in Annex "D".

4.1.2 Financial Evaluation

The financial evaluation will be conducted by calculating the Total Aggregated Bid Price in accordance with the pricing tables provided in Annex "B" - Pricing Tables.

Evaluation of Price - Bid

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, DDP Ottawa, Ontario Incoterms® 2010, Canadian customs duties and excise taxes included.

Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.

4.2 Basis of Selection

- 4.2.1** 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 *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

5.1.2 Additional Certifications Required with the Bid

5.1.2.1 Product Conformance

The Bidder certifies that all goods proposed conform, and will continue to conform throughout the period of the contract, to the requirement detailed under Annex "A".

Bidder's authorized representative signature

Date

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 *Ineligibility and Suspension Policy* (<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](#) website

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(http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969).

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

6.2.1 Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

6.2.2 Optional Requirement

- a) **Option to Purchase Additional units:** The Contractor grants to Canada the irrevocable option to acquire the goods, services or both as further described in Annex "A" under the same terms and conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.
- b) The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

6.3 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.

The [2010A \(2016-04-04\)](#), General Conditions - Goods (Medium Complexity) is appended with Section 31 - Intellectual Property Infringement and Royalties, as follows:

- 1) The Contractor represents and warrants that, to the best of its knowledge, neither it nor Canada will infringe any third party's intellectual property rights in performing or using the Work, and that Canada will have no obligation to pay royalties of any kind to anyone in connection with the Work.
- 2) If anyone makes a claim against Canada or the Contractor concerning intellectual property infringement or royalties related to the Work, that Party agrees to notify the other Party in writing immediately. If anyone brings a claim against Canada, according to [Department of Justice Act](#), R.S. 1985, c. J-2, the Attorney General of Canada must have the regulation and conduct of all litigation for or against Canada, but the Attorney General may request that the Contractor defend Canada against the claim. In either case, the

Contractor agrees to participate fully in the defence and any settlement negotiations and to pay all costs, damages and legal costs incurred or payable as a result of the claim, including the amount of any settlement. Both Parties agree not to settle any claim unless the other Party first approves the settlement in writing.

- 3) The Contractor has no obligation regarding claims that were only made because:
- (a) Canada modified the Work or part of the Work without the Contractor's consent or used the Work or part of the Work without following a requirement of the Contract; or
 - (b) Canada used the Work or part of the Work with a product that the Contractor did not supply under the Contract (unless that use is described in the Contract or the manufacturer's specifications); or
 - (c) the Contractor used equipment, drawings, specifications or other information supplied to the Contractor by Canada (or by someone authorized by Canada); or
 - (d) the Contractor used a specific item of equipment or software that it obtained because of specific instructions from the Contracting Authority; however, this exception only applies if the Contractor has included the following language in its own contract with the supplier of that equipment or software: "[Supplier name] acknowledges that the purchased items will be used by the Government of Canada. If a third party claims that equipment or software supplied under this contract infringes any intellectual property right, [supplier name], if requested to do so by either [Contractor name] or Canada, will defend both [Contractor name] and Canada against that claim at its own expense and will pay all costs, damages and legal fees payable as a result of that infringement." Obtaining this protection from the supplier is the Contractor's responsibility and, if the Contractor does not do so, it will be responsible to Canada for the claim.
- 4) If anyone claims that, as a result of the Work, the Contractor or Canada is infringing its intellectual property rights, the Contractor must immediately do one of the following:
- (a) take whatever steps are necessary to allow Canada to continue to use the allegedly infringing part of the Work; or
 - (b) modify or replace the Work to avoid intellectual property infringement, while ensuring that the Work continues to meet all the requirements of the Contract; or
 - (c) take back the Work and refund any part of the Contract Price that Canada has already paid.

If the Contractor determines that none of these alternatives can reasonably be achieved, or if the Contractor fails to take any of these steps within a reasonable amount of time, Canada may choose either to require the Contractor to do (c), or to take whatever steps are necessary to acquire the rights to use the allegedly infringing part(s) of the Work itself, in which case the Contractor must reimburse Canada for all the costs it incurs to do so.

6.3.2 Supplemental General Conditions

- 4001 (2015-04-01) Hardware Purchase, Lease and Maintenance,
- 4003 (2010-08-16) Licensed Software, and
- 4004 (2013-04-25) Maintenance and Support Services for Licensed Software,

apply to and form part of the Contract.

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6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to 2 years after date of contract.

6.4.2 Delivery Date

Delivery must be completed within 210 days of contract award.

Installation, commissioning and training must be completed before March 31, 2019.

6.4.3 Delivery Points

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Dominique Granger
Supply Officer
Public Works and Government Services Canada
Commercial Consumer Products Directorate
11 Laurier Street, 6A2, Phase III
Place du Portage, Gatineau, Quebec, K1A 0S5

Telephone: 819-420-5227

E-mail address: Dominique.granger@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 Technical Authority *(to be filled in only at contract award)*

The Technical Authority for the Contract is:

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

Telephone: ____-____-_____
E-mail address: _____

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical

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Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Accounts Payable Contact (to be filled in only at contract award)

Name:
Telephone:
E-mail address:

6.5.4 Contractor's Representative (*to be completed by the bidder*)

The telephone number (with extension if applicable) of the person responsible for:

General enquiries

Delivery Follow-up

Name: _____

Name: _____

Telephone: _____ ext.: _____

Telephone: _____ ext.: _____

E-mail address: _____

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 unit price(s) as specified in Annex "B" – Pricing Tables for a cost of \$_____ (*to be filled in only 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 SACC Manual clause

SACC Manual clause C2000C (2007-11-30)

Taxes – Foreign-Based Contractor

SACC Manual clause H1000C (2008-05-12)

Single Payment

6.6.3 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);

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
 - c) Invoices and order confirmations can be sent via e-mail to:

Cindy.Seely@Canada.ca
 - d) To facilitate the payment process, it is important that the Contractor quote the contract number on all the invoices, shipping bills and packing slips. Failure to do so will delay payment and the date used for calculating interest on overdue accounts.

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 Ontario.

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 supplemental general conditions
 - a. 4001 (2015-04-01), Hardware Purchase, Lease and Maintenance;
 - b. 4003 (2010-08-16), Licensed Software;
 - c. 4004 (2013-04-25), Maintenance and Support Services for Licensed Software;
- (c) the general conditions 2010A (2016-04-04) General Conditions – Goods (Medium Complexity);
- (d) Annex "A", Requirement;
- (e) Annex "C", – List of Products.

- (f) Annex "B", – Pricing Tables.
(g) the Contractor's bid dated _____ (*insert date of bid*)

6.11 SACC Manual Clauses

SACC Manual clause B1501C (2006-06-16)	Electrical Equipment
SACC Manual clause A9068C (2010-01-11)	Government Site Regulations
SACC Manual clause A2000C (2006-06-16)	Foreign Nationals (Canadian Contractor)
SACC Manual clause A2001C (2006-06-16)	Foreign Nationals (Foreign Contractor)
SACC Manual clause G1005C (2016-01-28)	Insurance
SACC Manual clause D2001C (2007-11-30)	Labeling
SACC Manual clause D2025C (2017-08-17)	Wood Packaging Materials

6.12 Shipping Instructions

6.12.1 Shipping Instructions – Delivery at Destination

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

Delivered Duty Paid (DDP) Ottawa, Ontario Incoterms 2010 for shipments from a commercial contractor.

2. The Contractor will be responsible for all delivery charges, administration, costs and risk of transport and customs clearance, including the payment of customs duties and taxes.

ANNEX "A"

STATEMENT OF REQUIREMENT

Environment and Climate Change Canada has a requirement for the supply of a variable Temperature – Sealed Housing for Evaporative Determination (VT-SHED) which must meet all of the mandatory technical requirements as specified below and the mandatory evaluation criteria as specified at Annex D - Mandatory Technical Evaluation Criteria.

Background:

The Emissions Research and Measurement Section of the Air Quality Research Division is the federal government center of excellence for the evaluation of emissions from vehicles and engines. Evaporative emissions from vehicles and engines are a large source of hydrocarbons (fuel) that are a principle component of ground level ozone.

CEPA 99 (Canadian Environmental Protection Act, 1999) mandates that the emissions from vehicles and engines, including evaporative emissions, be evaluated using the procedures and methodologies contained in USEPA CFR (Code of Federal Regulations) Title 40, Part 86 Subpart B, and Part 1066 Subpart J. The USEPA is the United States Environmental Protection Agency.

Requirement:

The requirement must meet all the requirements of the USEPA CFR (Code of Federal Regulations) Title 40, Part 86 Subpart B, and Part 1066 Subpart J and must include all of the following:

1. VT-SHED

- Either of:
 - **Variable volume shed** : with a bag (Internal) volume compensation system; or
 - **Fixed volume shed**: with equipment that is capable of measuring the mass of hydrocarbon in the inlet and outlet flow streams with a resolution of 0.01 gram per hour.
- SHED enclosure with minimum interior dimensions of:
 - 6.75m Long x 2.75m High x 2.90m Wide
- SHED enclosure must be constructed with:
 - Welded Stainless Steel Floor
 - Welded Insulated Stainless Steel panels
 - Insulated stainless steel sub-floor
 - Electro polished Stainless Steel Interior
 - 2 SHED dual paned viewing windows
 - Pneumatically operated, fast acting (opens in under 12 seconds), vehicle sized door
 - 3 interior LED Light fixtures illuminating the top and sides of the vehicle
- Stand-alone heating and cooling system with a temperature range of at least 15.6 °C (60°F) to 48.9 °C (120°F)
- (2) SHED side wall RTDs (resistance temperature detectors)
- (2) SHED vehicle underbody RTDs
- (6) J- Type Thermocouples
- Purge system with SHED mounted purge fan and dampers (minimum 3000 ft³/min)
- Calibration Propane injection port
- Auxiliary mixing fan (2000 cfm nominal flow rate)

- LEL (lower explosive limit) detector safety sensor
- Sprinkler heads with sealed bulkhead fitting (3) (to be tied in to user's facility sprinkler system)

2. **Shed Emission Analysis System** utilizing a hydrocarbon Flame Ionization Detector (FID) analyzer including calibration and sample system(see specifications below)

Principle	Flame ionization detection
Selectable Ranges	0-30 ppmC 0-100 ppmC 0-300 ppmC
Response time(T₉₀)	Within 1.5 sec (by switching zero line and span line for calibration)
Repeatability	Within ±1.0 % of FS (full scale)
Linearity	Within ±1.0 % of FS
Drift	Within ±2.0 % of FS per 8 hours (ambient temperature 20±5°C)
Noise	Within ±1.0 % of FS
Sample gas pressure	Between 0 to 30 kPa
Sample line temperature	113 ± 8°C
Sample gas flow rate	Approx. 2 L/min
Fuel Requirements	40% H ₂ /60% He (120cc/min)
Warm-up time	Within 2 hours after ignition at detector
Ambient Conditions	5°C to 40°C, less than 80% R.H. W x D x H
Dimensions and Weight	464 x 652 x 185 mm Approx. 25 kg
Power	115-120 VAC (±10%); 60Hz; single phase
Output	Digital : RS-232C Analog : 10 Vde

3. **Data Acquisition and Control System Instrumentation**, sensors and software configured for a Variable Temperature Shed per CFR 40 part 86 107-98 including: Temperature versus time test profiles conforming to ECCC, USEPA and CARB requirements
4. **Safety system** comprised of system software interfaced to a differential air pressure sensor, LEL (lower explosion limit) sensor.
5. **System Installation, Commissioning, and Training** at Environment & Climate Change Canada in Ottawa.

6. The requirement also includes the option to purchase **up to 2** additional units within 2 years of contract award on an as and when requested basis.

Installation

On-site installation must be provided and be carried out by a qualified service technician.

All deliverables must be delivered, installed, integrated, and configured by the Contractor at the location specified in the Contract.

The Contractor will be responsible for unpacking, assembling, and installing the deliverables at the site. If applicable, this should include but not be limited to the provision of required moving and installation resources, including but not limited to packing material, vehicles, cranes, personnel, and floor protection panels.

The Contractor must supply all associated materials required to effect complete installation, integration and configuration of the deliverables at the site. This should include but not be limited to such things as all the required power connectors, cables, and any other accessories required to install, integrate and configure the deliverables.

Upon successful completion of the installation, integration and configuration of the deliverables, the Contractor must provide the Technical Authority with written notification that the deliverables are ready for testing.

The Contractor must maintain all work areas at the installation site(s) in a clean and tidy condition on completion of each day's work and on completion of acceptance, including the removal and disposal of all related packing material.

Manuals

The Contractor must deliver (1) complete set of Documentation, in English, with the deliverables.

This documentation must include all publications pertaining to technical specifications, installation requirements and operating instructions.

Training

The Contractor must provide onsite training to the Client in English (and French if required by the client).

Training will be provided for up to 7 persons

Training must include operation and manipulation of the equipment. The training should include but not be limited to product functionality, product features and limitations.

On-site training must be completed within 30 calendar days of installation and before March 31, 2019.

Service

The Contractor must provide the following services as part of the maintenance and support of the system:

Regional technical support; technical phone support; support via the Internet; and support via a fax-back document system.

Response for service should be within 24 hours or less.

For ease of reference, the following excerpt from the USEPA CFR is included.

Variable Temperature Shed System as per the USEPA CFR Title 40, Part 86, Subpart B, Section 86.107-90,96

USEPA CFR Title 40, Part 86 Subpart B		
2.1	Testing Enclosure – Diurnal emission test	§86.107-96 (a)(1)
2.11	enclosure shall be readily sealable with a fast acting vehicle size door.	
2.12	rectangular in shape	
2.13	space for personnel access to all sides of the vehicle	
2.14	When sealed, the enclosure shall be gas tight in accordance with §86.117-96	
2.15	Interior surfaces must be impermeable and nonreactive to hydrocarbons	
2.2	Temperature conditioning and monitoring system	§86.107-96 (a)(1)
2.21	The temperature conditioning system will have a range of between 60°F and 120°F	
2.22	The temperature conditioning system shall be capable of controlling the internal enclosure air temperature to follow the prescribed temperature versus time cycle as specified in §86.133-96 and appendix II of USEPA CFR Title 40, Part 86, within an instantaneous tolerance of ±3.0 °F of the nominal temperature versus time profile throughout the test, and an average tolerance of 2.0 °F over the duration of the test (where the average is calculated using the absolute value of each measured deviation).	
2.23	The control system shall be tuned to provide a smooth temperature pattern that has a minimum of overshoot, hunting, and instability about the desired long-term ambient temperature profile.	
2.24	Interior surface temperatures shall not be less than 40 °F at any time during the diurnal emission test.	
2.25	The enclosure will be equipped with two wall temperature sensors and two vehicle underbody temperature sensors. The temperature sensors will be of the resistance temperature detector (RTD) type or equivalent.	§86.133-96 I(1)
2.26	Temperatures measured with the underbody temperature sensor shall follow the profile with a maximum deviation of 3 °F at any time and an average temperature deviation not to exceed 2 °F, where the average deviation is calculated using the absolute value of each measured deviation. In addition, the temperature from the sidewall temperature sensors shall follow the profile with a maximum deviation of 5 °F at any time.	§86.133-96 I(1)
2.27	The temperature conditioning system will measure the enclosure ambient temperatures at least every minute.	§86.107-96 I(2)
2.3	Fixed-volume enclosure – volume compensation (alternative)	§86.107-96 (a)(1)(ii)
2.31	The fixed-volume enclosure shall be constructed with rigid panels that maintain a fixed enclosure volume,	

2.32	The enclosure shall be equipped with a mechanism to maintain a fixed internal air volume. This will be accomplished either by withdrawing air at a constant rate and providing makeup air as needed or by reversing the flow of air into and out of the enclosure in response to rising or falling temperatures.	
2.33	inlet air added continuously throughout the test, is to be filtered with activated carbon or a equivalent method to provide a relatively low and constant hydrocarbon level	
2.34	Any method of volume accommodation shall maintain the differential between the enclosure internal pressure and the barometric pressure to a maximum value of ± 2.0 inches of water.	
2.4	Fixed-volume enclosure – hydrocarbon analysis	§86.107-96 (a)(1)(ii)(B)
2.41	The equipment shall be capable of measuring the mass of hydrocarbon in the inlet and outlet flow streams with a resolution of 0.01 gram per hour.	
2.42	A bag sampling system may be used to collect a proportional sample of the air withdrawn from and admitted to the enclosure or the inlet and outlet flow streams may be continuously analyzed using an on-line FID analyzer and integrated with the flow measurements to provide a continuous record of the mass hydrocarbon removal.	
2.5	Variable-volume enclosure. (alternative)	§86.107-96 (a)(1)(i)
2.51	The variable-volume enclosure must expand and contract in response to the temperature changes of the air mass in the enclosure.	
2.52	Two potential means of accommodating the internal volume changes are: (1) movable panel(s) (2) a bellows design, in which impermeable bag(s) inside the enclosure expand and contract in response to internal pressure changes by exchanging air from outside the enclosure.	
2.53	Any design for volume accommodation must maintain the integrity of the enclosure as specified in §86.117-96 over the specified temperature range. - The method of volume accommodation shall limit the differential between the enclosure internal pressure and the barometric pressure to a maximum value of ± 2.0 inches of water. - The enclosure shall be capable of latching to a fixed volume. - A variable-volume enclosure must be capable of accommodating a ± 7 percent change from its “nominal volume” (see §86.117-96(b)), accounting for temperature and barometric pressure variation during testing.	
2.5	Hot Soak Test Requirements	§86.107-96 (a)(3)
2.51	The hot soak test may be conducted by holding the vehicle in an enclosure that meets the requirements for either diurnal emission or running loss tests	
2.52	The enclosure shall be configured to provide an internal enclosure ambient temperature of 77 ± 9 °F for the hot soak test.	
2.6	Evaporative emission hydrocarbon analyzers	§86.107-96 (b)(1)

2.61	For gasoline fueled, natural gas-fueled, liquefied petroleum gas-fueled –fueled vehicles a hydrocarbon analyzer utilizing the hydrogen flame ionization principle (FID) shall be used to monitor the atmosphere within the enclosure.	
2.62	The FID shall have a response time to 90 percent of final reading of less than 1.5 seconds.	
2.63	Instrument bypass flow may be returned to the enclosure.	
2.64		
2.7	Evaporative emission hydrocarbon and methanol data recording system	§86.107-96(c)
2.71	The electrical output of the FID used for measuring hydrocarbons will be capable of recording at least the initiation and termination of the hot soak test, and at least at the initiation and termination of the enclosure sampling period(s) for the diurnal emission test, as described in §86.133.	
2.72	The recording will be by use of an on-line computer system.	
2.73	The recording system must provide a permanent record of results.	
2.74	The record shall show a positive indication of the initiation and completion of each hot soak, or diurnal emission test (including initiation and completion of sampling period(s)), along with the time elapsed during each soak.	
2.8	Pressure recording system	§86.107-96(f)
2.81	An on-line computer system, or other suitable means, shall be used to record:	
2.82	the enclosure gage pressure for any testing in an enclosure,	
2.83	The recording system shall record each pressure at least once every minute.	
2.84	The pressure recording system (recorder and sensor) shall have an accuracy of ± 1.0 inch of water.	
2.85	The recorder (data processor) shall have a time accuracy of ± 15 s and a precision of ± 15 s.	
2.82		
2.8	Purge blower	§86.107-96(g)
2.81	One or more portable or fixed blowers shall be used to purge the enclosure. The blowers shall have sufficient flow capacity to reduce the enclosure hydrocarbon and/or methanol concentration from the test level to the ambient level between tests. Actual flow capacity will depend upon the time available between tests.	
2.9	Mixing blower	§86.107-96(h)

2.91	Blowers or fans shall be used to mix the enclosure contents during evaporative emission testing. The inlets and outlets of the air circulation blower(s) shall be configured to provide a well dispersed air circulation pattern that produces effective internal mixing and avoids significant temperature or hydrocarbon stratification. Maintenance of uniform concentrations throughout the enclosure is important to the accuracy of testing.	
2.92	Blowers or fans shall have a capacity of 0.8 ± 0.2 cfm per cubic foot of the nominal enclosure volume for mixing in the enclosure.	
2.93	Diurnal emission test – Additional fans may be used to maintain a minimum wind speed of 5 mph (8 km/h) under the fuel tank of the test vehicle.	
3	Safety Systems	
3.01	enclosure internal lighting	
3.02	fire suppression – sprinkler heads for connection to facility sprinkler system	
3.03	explosive (LEL) gas detectors	
3.04	enclosure purging system equipped with purge fan and sealable exhaust port.	
3.05	integrated monitoring and alarm system for LEL and differential air pressure	
3.1	Calibration Systems	
3.11	propane injection ports	
3.12	Auxiliary thermocouple ports.	

ANNEX "B"
PRICING TABLES

The Bidder must provide all of the pricing requested in the following Tables in accordance with **Article 6.6.1 – Basis of Payment.**

B.1. – Pricing tables

Table 1: Initial Requirement:

Item	Description	Number of Units	Unit of Issue	Firm Unit Price
1	VT-SHED Including manuals, system Installation, Commissioning, Training and delivery.	1	Each	\$

Table 2: Optional Quantities:

Item	Description	Optional quantities		
		Number of Units	Unit of Issue	Firm Unit Price
1	VT-SHED Including manuals, system Installation, Commissioning, Training and delivery.	1*	Each	\$

*for evaluation purposes.

Table 3: Total Aggregated Bid Price:

Item	Description	Evaluated Price
1	Table 1: Initial Requirement	As per Evaluated Price from Table 1
2	Table 2: Optional Requirement	As per Evaluated Price from Table 2
3	Total Aggregated Bid Price	Sum of Items 1 and 2

B.2. – Delivery Point:

Environment and Climate Change Canada
 Emissions Research and Measurement Section
 335 River Road
 Ottawa, ON
 K1V 1C7

Solicitation No. - N° de l'invitation
K8A21-180540/A
Client Ref. No. - N° de réf. du client
K8A21-180540

Amd. No. - N° de la modif.
File No. - N° du dossier
pv957. K8A21-180540

Buyer ID - Id de l'acheteur
pv957
CCC No./N° CCC - FMS No./N° VME

ANNEX "C"

LIST OF PRODUCTS

Product Name	Model/Part Number	Name of Manufacture		

ANNEXE D

MANDATORY TECHNICAL EVALUATION CRITERIA

The following requirements are the mandatory technical evaluation criteria which will be evaluated during the Bid Evaluation. In addition the Contractor will be required to meet all of the mandatory technical requirements for the duration of the Contract

Bidders are requested to cross reference the mandatory technical criteria in a concise format by using page, paragraph(s) & sub-paragraphs as applicable to their supporting technical documentation.

ITEM	MANDATORY CRITERIA	REFERENCE TO SUBSTANTIATION IN THE TECHNICAL BID.
1.	<p><u>Bidder's experience</u></p> <p>The bidder must demonstrate that it delivered a minimum of 20 VT-SHED units that meet all the requirements of the USEPA CFR (Code of Federal Regulations) Title 40, Part 86 Subpart B, Part 1066 Subpart J within the past 5 years of the bid closing date.</p> <p>The bidder must provide examples of completed deliveries by submitting the following:</p> <ul style="list-style-type: none"> ○ Name of the client ○ Client's contact information ○ Date of the order ○ Description of the order (number and type of SHEDs) 	
2.	<p><u>Volume Compensation:</u></p> <p>The Bidder must demonstrate that the SHED enclosure is either one of the following options:</p> <ul style="list-style-type: none"> ○ Variable volume shed : with a bag (Internal) volume compensation system ; OR ○ Fixed volume shed: with equipment that is capable of measuring the mass of hydrocarbon in the inlet and outlet flow streams with a resolution of 0.01 gram per hour. 	
3.	<p><u>Interior Dimensions:</u></p>	

	<p>The minimum interior dimensions of the SHED enclosure must be:</p> <p>6.75m Long x 2.75m High x 2.90m Wide</p>	
4.	<p><u>Interior Construction Material and sealing strategy:</u></p> <p>The VT-SHED enclosure must be constructed with:</p> <p>4.1 Welded Stainless Steel Floor</p> <p>4.2 Welded Insulated Stainless Steel panels</p> <p>4.3 Insulated stainless steel sub-floor</p> <p>4.4 Electro polished Stainless Steel Interior</p> <p>4.5 SHED dual paned viewing windows</p> <p>4.6 Pneumatically operated, fast acting (opens in under 12 seconds), vehicle sized door</p> <p>4.7 interior LED Light fixtures illuminating the top and sides of the vehicle</p>	
5.	<p><u>Door Sealing and opening /closing system:</u></p> <p>5.1 The door opening and closing system must be fast acting (opens in under 12 seconds) and use either a pneumatic or hydraulic principle of operation.</p> <p>5.2 The sealing system must use an air bladder type</p>	
6.	<p><u>Interior temperature range and control system:</u></p> <p>The Interior temperature range and control system must be composed of:</p> <ul style="list-style-type: none"> ○ A Stand-alone heating and cooling system with a temperature range of at least 15.6°C (60°F) to 48.9°C (120°F) 	
7.	<p><u>Interior temperature monitoring system:</u></p> <p>The interior temperature monitoring system must include:</p> <ul style="list-style-type: none"> ○ (2) SHED side wall RTDs (resistance temperature detectors) ○ (2) SHED vehicle underbody RTDs ○ (6) J- Type Thermocouples 	
8.	<p><u>Calibration ports:</u></p> <p>The VT-SHED must be equipped with:</p> <ul style="list-style-type: none"> ○ (1) Propane injection Calibration port 	

9.	<p><u>Safety systems</u></p> <p>The safety systems must be comprised of :</p> <ul style="list-style-type: none">○ System software interfaced to a differential air pressure sensor, LEL (lower explosion limit) sensor.	
10.	<p><u>Emissions analysis system:</u></p> <p>The Emissions analysis system must:</p> <ul style="list-style-type: none">○ Utilize a hydrocarbon Flame Ionization Detector (FID) analyzer including calibration and sample system	
11.	<p><u>Data acquisition and Control system:</u></p> <p>The Data acquisition and Control system must include:</p> <ul style="list-style-type: none">○ sensors and software configured for a Variable Temperature Shed per CFR 40 part 86 107-98 including: Temperature versus time test profiles conforming to ECCC, USEPA and CARB requirements	

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File No. - N° du dossier
pv957. K8A21-180540

Buyer ID - Id de l'acheteur
pv957
CCC No./N° CCC - FMS No./N° VME

ANNEX E

FORM 1

COMPLETE LIST OF DIRECTORS

(As per Standard Instructions, Clauses and Conditions Part 2)

Name	Position
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

FORM 2

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);