



**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**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

Or By/Ou par Fax To/A : **(819) 997-9776**

Proposal to National Defence 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.

Proposition à : Défense nationale Canada

Nous offrons par la présente de vendre à Sa Majesté I 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 - Commentaries

THIS DOCUMENT DOES NOT CONTAIN ANY SECURITY REQUIREMENT/ CE DOCUMENT NE CONTIENT AUCUNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

Title/Titre STOCK BUY FOR CC138 TWIN-OTTER	
Solicitation No – N° de l'invitation W8485-194996	Date 23 May 2018
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 02 July 2018	
Time Zone Fuseau horaire Eastern Daylight Time EDT / Heure avancée de l'est	
Address Enquiries to – Adresser toutes questions à : Department of National Defence / Ministère de la Défense Nationale National Defence Headquarters / Quartier-General de la Défense Nationale MGen George R Pearkes Bldg / Edifice Mgen George R Pearkes 101 Colonel By Drive / 101 Promenade du Colonel By Ottawa, ON K1A 0K2 / Ottawa, ON K1A 0K2 Attn: DAP 4-3-2-2 / A l'attention de: DAP 4-3-2-2 Johanne.Berry@forces.gc.ca / Johanne.Berry@forces.gc.ca	
Telephone No. – N° de téléphone 819-939-3853	FAX No – N° de fax
Destination of Goods and Services – Destination des biens et services : See Herein / Voir aux présentes	
Instructions / Instructions : Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item. Instructions: Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.	
Delivery required - Livraison exigée On or before 31 August 2018 / d'ici le 31 août 2018	Delivery offered - Livraison proposée
Vendor/Firm Name and Address - Raison sociale et adresse du fournisseur/de l'entrepreneur Telephone No. - no de téléphone: _____ Procurement Business Number (PBN) - Numéro d'entreprise d'approvisionnement (NEA) : _____	
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 caractère d'imprimerie) Name/Nom _____ Title/Titre _____ Signature _____ Date _____	

TABLE OF CONTENTS

PART 1 – GENERAL INFORMATION

1. Introduction
2. Summary
3. Debriefings

PART 2 – BIDDERS INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Enquiries - Bid Solicitation
4. Applicable Laws
5. SACC Manual Clauses

PART 3 – BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

ATTACHMENT 1 TO PART 3, PRICING SCHEDULE

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

1. Certifications Required Precedent to Contract Award

ATTACHMENT 1 TO PART 5 – ADDITIONAL CERTIFICATIONS PRECEDENT TO CONTRACT AWARD

PART 6 – SECURITY AND OTHER REQUIREMENTS

1. Security Requirement
2. Controlled Goods Requirement

PART 7 - RESULTING CONTRACT CLAUSES

1. Statement of Requirement
2. Standard Clauses and Conditions
3. Security Requirement
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
8. Certifications and Additional Information

9. Applicable Laws
10. Priority of Documents
11. Foreign Nationals (Canadian Contractor *OR* Foreign Contractor)
12. Insurance
13. Additional SACC Manual Clauses

LIST OF ANNEXES:

Annex « A » – Statement of Requirement

Annex « B » – Request for Proposal – Bidder's Response

PART 1 – GENERAL INFORMATION

1. Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Security and Other Requirements; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include Request for Proposal – Bidder's Response, the Pricing Schedule, the Statement of Requirement, Technical Criteria, Certifications Precedent to Contract Award, and Certifications required with the Bid.

2. Summary

This bid solicitation is being issued to satisfy the requirement of the Department of National Defence (DND) for the provision of Depot Stock Replenishment. For more details please refer to the Statement of Requirement, Annex A. It is intended to result in the award of at least one [1] contract.

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

This requirement is subject to the Controlled Goods Program. The [Defence Production Act](#) defines Canadian Controlled Goods as certain goods listed in the Canada's Export Control List (ECL), a regulation made pursuant to the Export and Import Permits Act (EIPA).

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.

PART 2 - BIDDER INSTRUCTIONS

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 Services and Procurement 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 with the following changes:

- a) Wherever Public Works and Government Services Canada (PWGSC) is stated, it is revised to read "Department of National Defence".
- b) At Article 05, Submission of Bids, subparagraph 4, delete "Bids will remain open for acceptance for a period of not less than sixty (60) days from the closing date of the bid solicitation. Insert "Bids will remain open for acceptance for a period of not less than 120 days from the closing date of the bid solicitation."
- c) At Article 20, Further Information, delete the second paragraph in its entirety.

Subsection 3 of Section 01 Integrity Provisions - Bid of the Standard Instructions [2003](#) incorporated by reference above are deleted in their entirety and replaced with the following:

3. List of Names

- a. Bidders who are incorporated or who are a sole proprietorship, including those bidding as a joint venture, have already provided a list of names of all individuals who are directors of the Bidder, or the name of the owner(s), at the time of submitting an arrangement under the Request for Supply Arrangement (RFSA).
- b. These Bidders must immediately inform Canada in writing of any changes affecting the list of directors during this procurement process.

2. Submission of Bids

Bids must be submitted only to the location and by the date, time and place indicated on page 1 of the bid solicitation. Bids transmitted by electronic mail will not be accepted.

Bidders must indicate the RFP number on the packaging when submitting their bids.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (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 questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

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.

5. SACC Manual Clauses

5.1 A9130T (2014-11-27), Controlled Goods Program – Bid

1. As the resulting contract will require the production of or access to controlled goods that are subject to the *Defence Production Act*, R.S. 1985, c. D-1, bidders are advised that within Canada only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: [Controlled Goods Program](#) and registration is carried out as follows:
 - a. When the bid solicitation includes controlled goods information or technology, the Bidder must be registered, exempt or excluded under the CGP before receiving the bid solicitation. Requests for technical data packages or specifications related to controlled goods should be made in writing to the Contracting Authority identified in the bid solicitation and must contain the CGP registration number or written proof of exemption or exclusion of the Bidder and of any other person to whom the Bidder will give access to the controlled goods.
 - b. When the bid solicitation does not include controlled goods information or technology but the resulting contract requires the production of or access to controlled goods, the successful Bidder and any subcontractor who will be producing or accessing controlled goods must be registered, exempt or excluded under the CGP before examining, possessing or transferring controlled goods.
 - c. When the successful Bidder and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of contract award, the successful Bidder and any subcontractor must, within seven (7) Working days from receipt of written notification of contract award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No examination, possession or transfer of controlled goods must be performed until the successful Bidder has provided proof, satisfactory to the Contracting Authority, that the successful Bidder and any subcontractor are registered, exempt, or excluded under the CGP.

Failure to provide proof, satisfactory to the Contracting Authority, that the successful Bidder and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of contract award, will be considered a default under the resulting contract except to the extent that Canada is responsible for the failure due to delay in processing the application.

2. Bidders are advised that all information on the Application for Registration (or exemption) Form will be verified and errors or inaccuracies may cause significant delays and/or result in denial of registration or exemption.

5.2 Military Aviation Replacement Parts - Condition and Certification of Deliverables End Items - A0300T (2017-04-27)

The following categories do not apply to standard and commercial parts. Standard parts consist of common hardware parts and raw materials, not necessarily designed for aviation use, produced to recognized industry or government specifications, which are available without proprietary limitations (such as Society of Automotive Engineers (SAE), National Aerospace Standard (NAS), Army-Navy Aeronautical Standard (AN), and Military Standard (MS) hardware items). Commercial parts consist of common non-aeronautical parts produced to recognized industry specifications and available on the commercial market. Deliverable standard and commercial parts must be in a new condition.

1. **Category #1 - New Materiel**
Deliverable end items to be manufactured or which have been manufactured but not used, which are supplied by:
 - a. the owner of the design or manufacturing rights to the items; or,
 - b. the authorized manufacturer or agent/distributor of the owner of the design or manufacturing rights to the items; or
 - c. distributors approved by Transport Canada (TC) or accredited by the Aviation Suppliers Association, for parts that have an application to a civilian type certified aircraft; or
 - d. maintenance organizations approved/accredited by TC, the Department of National Defence (DND)/Canadian Forces Technical Airworthiness Authority or repair stations certified by the Federal Aviation Administration (FAA).
2. **Category #2 - New Surplus Materiel**
Deliverable end items, unused and supplied by an entity other than Category #1 sources. Full traceability documentation back to the owner of the design or manufacturing rights to the items or their authorized manufacturer or agent/distributor is required.
3. **Category #3 - Other Condition**
Any deliverable end item condition other than Category # 1 or Category #2. Should the Bidder be offering deliverable end items in Category #3, a complete description of the item's condition and all available traceability documentation is required with the bid. Bids containing parts identified in this category are subject to evaluation by Canada.

Deliverable End Item Grid

Bidders must indicate the NATO Supply Code for Manufacturers or Commercial And Government Entity (NSCM/CAGE) code of the manufacturing entity under the appropriate category of the grid. For example, if a bidder is offering a Category #1 item(s), it must indicate the NSCM number under that category as per the example below. Bidders may use additional pages to provide the complete description called up under Category #3 if necessary.

NOTE: BIDDERS MUST COMPLETE THE DELIVERABLE END ITEM GRID USING THE REQUEST FOR PROPOSAL - BIDDER'S RESPONSE DOCUMENT PROVIDED AT ANNEX B

Item	Category 1 New Materiel	Category 2 New Surplus Materiel	Category 3 Other Condition
For example	NSCM: ABC12 Name: PWGSC		
1.			
2.			
3.			
4.			
5.			

Requirements for Airworthiness Certification

The requirements for airworthiness certification do not apply to the provision of standard and commercial parts. Standard and commercial parts must be accompanied by a packing slip that identifies the name and address of the supplier, the NATO stock number, identification of the manufacturing standard (e.g. SAE, NAS, AN, MS) and/or manufacturer's part number and model number as applicable; quantity, identification of the lot or batch number if applicable; and the cure date/shelf life if applicable.

Bidders are advised that it will be a requirement for the Contractor to provide the following airworthiness documentation, for each unit of issue, within the interior packaging or attached to the good(s) supplied under the resulting contract. Note that this requirement is in addition to documentation required in support of invoice payment or other documentation requirements identified within the Contract:

1. Category #1 and #2 military unique aviation replacement parts must have an Original Equipment Manufacturer (OEM) or an OEM's approved manufacturer's Certificate of Conformance, which includes all the following information:
 - a. positive identification of the item by type, class, style, grade, model, part number, description, nomenclature and/or serial number, as applicable;
 - b. either the following certification, or a similarly worded statement, signed by an authorized inspector, that satisfies the intent of the following:
I certify that the aeronautical product described here conforms to the applicable design data and is in a condition for safe operations.
 - c. identification of both the authorized signatory and the organization.

2. Category #1 and #2 items, which have an application to a civilian type certified aircraft, must be supplied with a Certificate of Conformance, namely:
 - a. form TCCA Form One, Authorized Release Certificate, signed by a TC authorized inspector, within the two (2) years before contract award;
 - b. FAA Form 8130-3, Airworthiness Approval Tag, or a FAA Form 8130-4, Export Certificate of Airworthiness, signed by a FAA authorized inspector, within the two (2) years before contract award;
 - c. European Aviation Safety Agency (EASA) Form One, Authorized Release Certificate, signed by an EASA authorized inspector, within the two (2) years before contract award;
or
 - d. OEM's or OEM's approved manufacturer's Certificate of Conformance; which includes:
 - i. positive identification of the item by type, class style, grade, model, part number, description, nomenclature, and/or serial number, as applicable;
 - ii. either the following certification, or a similarly worded statement, signed by an authorized inspector, that satisfies the intent of the following:
I certify that the aeronautical product described here conforms to the applicable design data and is in a condition for safe operations.
 - iii. identification of both the authorized signatory and organization.
3. Bidders must specify which one of the documents identified above will be provided for each item required to be supplied in response to the bid solicitation.

5.3 Military Aviation Replacement Parts - Substitutes and Traceability - A0301T (2007-05-25)

The Part Number and NATO Supply Code for Manufacturers (NSCM(s), or the Commercial And Government Entity (CAGE) code indicated in the bid solicitation are the only ones known to the Department of National Defence that meet the form, fit and function requirements of the Original Equipment Manufacturer (OEM) approved type design of the aircraft in which they will be installed.

If the Bidder proposes to supply any part with an alternative Part Number or NSCM/CAGE code, the Bidder must provide, either with its bid or within three (3) Working days following receipt of a request from the Contracting Authority, all the technical information (e.g. drawings, specifications, engineering reports, and/or test reports) necessary to clearly demonstrate that the part proposed has the form, fit and function characteristics equivalent to the Part Number(s) and NSCM/CAGE code(s) specified in the bid solicitation.

Failure to provide the required technical information will result in the bid being declared non-responsive with respect to any part for which such information was requested.

If a part is not manufactured by the OEM of the aircraft, then it must be manufactured by an authorized supplier to the OEM or by the original manufacturer of the part chosen for use by the OEM of the aircraft (or the successor of or licensed by that original manufacturer). Canada reserves the right to verify with the OEM of the aircraft that the manufacturer of a part proposed is in fact authorized by the OEM to produce that part or supplies that part to the OEM.

If the Bidder proposes to supply any part with an alternative Part Number or NSCM/CAGE code, the Bidder must provide the following substitution notice fully completed.

Substitution Notice NOTE: BIDDERS MUST COMPLETE THE SUBSTITUTION NOTICE USING THE *REQUEST FOR PROPOSAL - BIDDER'S RESPONSE* DOCUMENT PROVIDED AT ANNEX B

Item Number: _____

Original Technical Data (as referenced below):

- a. Part Number: _____
- b. NSCM/CAGE code: _____
- c. Other: _____

Proposed Change(s)

- a. Part Number: _____
- b. NSCM/CAGE code: _____
- c. Other: _____

Reason for Change/Supporting Data:

The Bidder is advised that availability and retention of records of the manufacturer sufficient to constitute proof of origin will be a condition of the resulting Contract.

5.4 Condition of Material – Bid - B1000T (2014-06-26)

Material supplied must be new and conform to the latest issue of the applicable drawing, specification and/or part number that is in effect on the bid solicitation closing date.

Draft Substitution Notice

PART 3 – BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

- Section I: Technical Bid (one (1) hard copy)
- Section II: Financial Bid (one (1) hard copy)
- Section III: Certifications (one (1) hard copy)
- Section IV: Registration to Controlled Goods Program (one (1) hard copy)
- Section V: Additional Information (one (1) hard copy)

To facilitate and/or avoid any errors during bid evaluation, the Bidder must complete the *Request for Proposal - Bidder's Response* document (Annex B) using word processing software or other electronic/typewritten means. **Hand written bids will not be accepted.** The document *Request for Proposal - Bidder's Response* contains all sections required from the Bidder.

A Microsoft Word version of the *Request for Proposal - Bidder's Response* has been provided. In case of a discrepancy between the Word and the PDF versions, the PDF document will take precedence.

Prices must appear in the financial bid only (ATTACHMENT 1 TO PART 3, PRICING SCHEDULE, provided at Annex B – *Request for Proposal - Bidder's Response*). 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; and
- (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-fra.html). (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-fra.html>)

To assist Canada in reaching its objectives, bidders should:

1. use paper containing fiber 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 color printing, printing double sided/duplex, using staples or clips instead of cerlox, duo tangs or binders.

Section I: Technical Bid

Bidders must complete the *Request for Proposal - Bidder's Response* document (Annex B) using word processing software or other electronic/typewritten means. **Hand written bids will not be accepted.** The document *Request for Proposal - Bidder's Response* contains all sections required from the Bidder.

Section II: Financial Bid

1.1 Bidders must submit their financial bid in accordance with the Pricing Schedule detailed in Attachment 1 to Part 3. The total amount of Applicable Taxes must be shown separately.

1.2 Bidders must submit their prices FOB destination; Canadian customs duties and excise taxes included, as applicable; and Applicable Taxes excluded.

1.3 Bidders should include the following information in their financial bid:

1. Their legal name;
2. Their Procurement Business Number (PBN); and
3. The name of the contact person (including this person's mailing address, phone and facsimile numbers and email address) authorized by the Bidder to enter into communications with Canada with regards to:
 - their bid; and
 - any contract that may result from their bid.

1.4 C3011T (2013-11-06), Exchange Rate Fluctuation

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

Section III: Certifications

In Section III of their bid, bidders should provide the certifications required under Part 5 and, as applicable, any associated additional information.

**ATTACHMENT 1 TO PART 3
PRICING SCHEDULE**

1. The Bidder must complete this pricing schedule and include it in its financial bid. The total amount of Applicable Taxes must be shown separately.
2. The Bidder must submit all-inclusive firm unit prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded. Bids will be assessed on an FOB destination basis.
3. When a bid is submitted in Non-Canadian currency (e.g. USD dollars), than the resulting contract will be awarded in that same currency, unless the bid solicitation specifically states 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. The resulting Contract cover page will identify both the Non-Canadian currency value, as well as the Canadian value, including applicable taxes, using the converted rate given by the Bank of Canada in effect on the bid solicitation closing date. The contract does not offer exchange rate fluctuation risk mitigation.
5. The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

NOTE: BIDDERS MUST COMPLETE THE PRICING SCHEDULE USING THE REQUEST FOR PROPOSAL - BIDDER'S RESPONSE DOCUMENT PROVIDED AT ANNEX B

Item	Description	Bidder's Proposed Delivery Date	Destination	Unit of Issue	Firm Quantity	All-Inclusive Firm Unit Price, FOB Destination	Total Item Cost
1				Each			
TOTAL (MUST BE FOB DESTINATION; DELIVERY DUTY PAID; AND TRANSPORTATION COSTS INCLUDED)							\$ _____
Applicable Taxes			Insert amount as			GST: \$ _____ HST: \$ _____ QST: \$ _____	

Draft Pricing Schedule

PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

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

1.1.1 Mandatory Technical Criteria

The following mandatory factors will be taken into consideration in the evaluation of each bid:

- M1. comply with proposed Pricing Schedule detailed in Attachment 1 to Part 3;
- M2. provide, if required, manufacture and Parts Traceability for all items;
- M3. provide the material condition requested; and
- M4. accept all terms and conditions as outlined in this RFP and resulting Contract document.

1.2 Financial Evaluation

1.2.1 For bid evaluation and Contractor selection purposes only, the evaluated price of a bid will be determined in accordance with the Pricing Schedule detailed in Attachment 1 to Part 3.

Evaluation of Price –Instructions to Bidders – A0220T (2014-06-26)

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

2. Basis of Selection

2.1 Basis of Selection – Multiple Items A0272T (2010-08-16)

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. Some or all of the Section 1.0 Line Item Details in the Statement of Requirement may be bid. For each Item in Section 1.0, the responsive bid with the lowest evaluated price will be recommended for the award of a Contract for that Item.

2.2 Tie Breaker

In the event of responsive bids having the same lowest evaluated price for a specific line item, the basis of selection will be based on the shortest delivery time for the component in question. The responsive bid with the shortest delivery time will be recommended for award of a contract.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and associated 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.

1. Certifications Required with the Bid

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

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 Integrity declaration form available on the **Forms for the Integrity Regime** website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

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 specified will render the bid non-responsive.

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>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

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 (<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.

2.3 Additional Certifications Precedent to Contract Award

2.3.1 Attachment 1 to Part 5, Additional Certifications Precedent to Contract Award

Refer to Attachment 1 to Part 5, Additional Certifications Precedent to Contract Award.

ATTACHMENT 1 to PART 5, ADDITIONAL CERTIFICATIONS precedent to contract award

1. Integrity Provisions – Required Documentation

NOTE: BIDDERS MUST COMPLETE THE INTEGRITY PROVISIONS – LIST OF NAMES USING THE REQUEST FOR PROPOSAL - BIDDER'S RESPONSE DOCUMENT PROVIDED AT ANNEX B

Dénomination complète de l'entreprise / Complete Legal Name of Company	
Adresse de l'entreprise/Company's address	
NEA de l'entreprise/Company's PBN number	
Numéro de la transaction/ Transaction number	
Liste de pré-qualification/Pre-Qualification List	
Valeur de la transaction (\$) /Transaction Value (\$)	
PLUS DE 25,000.00\$ (taxes incluses)/ OVER \$25,000.00 (including taxes)	
<input type="checkbox"/> OUI / YES <input type="checkbox"/> NON / NO	
Membres du conseil d'administration (Utilisez le format - Prénom Nom)	
Board of Directors (Use format - first name last name)	
Ou mettre la liste en pièce-jointe/Or put the list as an attachment	
1. Membre / Director	
2. Membre / Director	
3. Membre / Director	
4. Membre / Director	
5. Membre / Director	
6. Membre / Director	
7. Membre / Director	
8. Membre / Director	
9. Membre / Director	
10. Membre / Director	
Autres Membres/ Other members:	
Commentaires / Comments:	

PART 6 – SECURITY AND OTHER REQUIREMENTS

1. Security Requirement

There is no security requirement associated with this requirement.

2. Controlled Goods Requirement

2.1 Controlled Goods Program – Bid – A9130T (2014-11-27)

1. As the resulting contract will require the production of or access to controlled goods that are subject to the [Defence Production Act](#), R.S. 1985, c. D-1, bidders are advised that within Canada only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: [Controlled Goods Program](#) and registration is carried out as follows:
 - a. When the bid solicitation includes controlled goods information or technology, the Bidder must be registered, exempt or excluded under the CGP before receiving the bid solicitation. Requests for technical data packages or specifications related to controlled goods should be made in writing to the Contracting Authority identified in the bid solicitation and must contain the CGP registration number or written proof of exemption or exclusion of the Bidder and of any other person to whom the Bidder will give access to the controlled goods.
 - b. When the bid solicitation does not include controlled goods information or technology but the resulting contract requires the production of or access to controlled goods, the successful Bidder and any subcontractor who will be producing or accessing controlled goods must be registered, exempt or excluded under the CGP before examining, possessing or transferring controlled goods.
 - c. When the successful Bidder and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of contract award, the successful Bidder and any subcontractor must, within seven (7) Working days from receipt of written notification of contract award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No examination, possession or transfer of controlled goods must be performed until the successful Bidder has provided proof, satisfactory to the Contracting Authority that the successful Bidder and any subcontractor are registered, exempt, or excluded under the CGP.

Failure to provide proof, satisfactory to the Contracting Authority, that the successful Bidder and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of contract award, will be considered a default under the resulting contract except to the extent that Canada is responsible for the failure due to delay in processing the application.

2. Bidders are advised that all information on the Application for Registration (or exemption) Form will be verified and errors or inaccuracies may cause significant delays and/or result in denial of registration or exemption.

PART 7 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

1. Statement of Requirements

The Contractor must provide the item(s) in accordance with the Statement of Requirements at Annex "A" – Item Detail List.

2. 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.

2.1 General Conditions

2030 (2016-04-04), General Conditions – Higher Complexity - Goods, apply to and form part of the Contract.

- Wherever Public Works and Government Services Canada (PWGSC) is stated, it is revised to read "Department of National Defence (DND)", with the exception of article 41 Integrity Provisions – Contract where any reference to PWGSC remains.

3. Security Requirements

There is no security requirement applicable to this Contract.

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from date of Contract award until delivery is completed.

4.2 Delivery Date

All the deliverables must be received on or before *(to be completed at contract award)*.

4.3 Document Delivery (QAC Q)

Full traceability documentation back to the owner of the design or manufacturing rights to the items or their authorized manufacturer or agent/distributor an Original Equipment Manufacturer (OEM) or an OEM's approved manufacturer's Certificate of Conformance must be forwarded to the Requisitioning Authority, Article 5.2.

4.4 Shipping Instructions

4.4.1 Shipping Instructions - Free on Board Destination and Delivered Duty Paid – D4002C (2013-04-25)

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

FOB Destination 7 CFSD RECEIPTS SECTION, CFB EDMONTON, 195 AVE & ORDNANCE RD, BLDG 236 EAST END, EDMONTON, AB T0A 2H0 including all delivery charges and customs duties and taxes.

4.4.1.1 Delivery Appointments

The Contractor is required to arrange delivery appointments by contacting the Depot Traffic Section. The Department of National Defence reserves the right to refuse shipments without prior arrangement. Delivery appointments can be arranged by telephone or fax:

7 CF Supply Depot
Lancaster Park, Edmonton, Alberta
Tel: (780) 973-4011 ext. 4524
Fax: (780) 973-4054

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Jessica Lepinski
Title: Material Acquisition & Support Officer
Department of National Defence
Directorate: A/DAP 4-3-2
Address: NDHQ 101 Colonel By Drive
Ottawa, ON, K1A 0K2

Telephone: 819-939-3853
E-mail: Johanne.Berry@forces.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.

5.2 Requisitioning Authority *(to be completed at contract award)*

The Requisitioning Authority for the Contract is:

Name:

Title:

Department of National Defence

Directorate:

DAP

Address:

NDHQ 101 Colonel By Drive
Ottawa, ON, K1A 0K2

Telephone:

E-mail:

The Requisitioning Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Requisitioning Authority is responsible for the implementation of tools and processes required for the administration of the Contractor. The Contractor must discuss administrative matters identified in the Contract with the Requisitioning Authority to authorize changes to the requirement. Changes to the requirement can only be made through a contract amendment issued by the Contracting Authority.

5.3 Contractor's Representative *(to be completed at contract award)*

Name:

Title:

Firm:

Address:

Phone:

Fax:

E-mail:

6. Payment

6.1 Basis of Payment – Firm Unit Price – C0207C (2013-04-25)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price of \$_____, as specified in the Contract, for a total cost of \$_____ *(to be completed 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.

6.2 Method of Payment

For the Work described in the Statement of Requirement (Annex A),

One of the following Methods of Payment applies to the Contract:

Option 1: Single Payment H1000C (2008-05-12)

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

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

OR

Option 2: Multiple Payments H1001C (2008-05-12)

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

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

6.3 SACC Manual Clauses

C3011T (2013-11-06), Exchange Rate Fluctuation
A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C2000C (2007-11-30), Taxes - Foreign-based Contractor
C2605C (2008-05-12), Canadian Customs Duties and Sales Tax - Foreign-based Contractor

6.4 Discretionary Audit

C0100C (2010-01-11), Discretionary Audit

7. Invoicing Instructions

7.1 Invoicing Instructions – H5001C (2008-12-12).

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.

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the following address for certification and payment:

Dept of National Defence
7 CF SUPPLY DEPOT
STN FORCES P.O. BOX 10500
Edmonton, AB
T5J 4J5 CANADA
ATTN: Invoice Section W2481

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

8. Certifications and Additional Information

8.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

8.2 SACC Manual Clauses

8.2.1 Condition of Material – Contract – B1006C (2014-06-26)

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the bid closing date.

8.2.2 Marking – D2000C (2007-11-30)

The Contractor must ensure that the manufacturer's name and part number are clearly stamped or etched on each item for positive identification purposes.

8.2.3 Labelling – D2001C (2007-11-30)

The Contractor must ensure that the manufacturer's and specification numbers appear on each item, either printed on the container or on an adhesive label of highest commercial standard affixed to the container.

Quality Assurance

8.3 Civil Aircraft Inspection - Requirements (QAC J) - D5580C (2007-11-30)

The Contractor must inspect the Work described in the Contract in compliance with the requirements of the U.S. Federal Aviation Administration (FAA) and/or the Canadian Department of Transport (DOT) civil aircraft regulations. The Work is subject to verification by the Department of National Defence at destination. Proof of inspection must accompany each shipment.

The material must be released for shipment to the consignee(s) using properly completed FAA or DOT approved inspection documents. The completed inspection document(s) must be attached to, or enclosed with, each shipment, as applicable, in compliance with FAA/DOT regulations.

8.4 ISO 9001:2008 Quality Management Systems - Requirements (QAC C) – D5545C (2010-08-16)

The Contractor is responsible for implementing a quality system appropriate to the scope of the Work to be performed. It is recommended that the quality system be based on ISO 9001:2008 "Quality management systems - Requirements."

The Contractor is responsible for performing or having performed all inspections and tests necessary to substantiate that the materiel or services provided conform to the drawings, specifications and the requirements of the contract. The Contractor must keep accurate and complete inspection records which must, upon request, be made available to the authorized Department of National Defence (DND) representative, who may make copies and take extracts during the performance of the Contract and for a period of one (1) year after the completion of the Contract.

Despite the above, all materiel is subject to verification and acceptance by DND at destination. The authorized DND representative at destination may either be the consignee(s), the Technical Authority, or the Quality Assurance Authority.

8.5 ISO 9001:2008 Quality Management Systems - Requirements (QAC Q) – D5540C (2010-08-16)

In the performance of the Work described in the Contract, the Contractor must comply with the requirements of:

ISO 9001:2008 - Quality management systems - Requirements, published by the International Organization for Standardization (ISO), current edition at date of submission of Contractor's bid.

It is not intended that the Contractor be registered to ISO 9001; however, the Contractor's quality management system must address all requirements appropriate to the scope of the Work. Only exclusions in accordance with clause 1.2 of ISO 9001 are acceptable.

Assistance for Government Quality Assurance (GQA)

The Contractor must provide the Quality Assurance Representative (QAR) with the accommodation and facilities required for the proper accomplishment of GQA and must provide any assistance required by the QAR for evaluation, verification, validation, documentation or release of product.

The QAR must have the right of access to any area of the Contractor's or subcontractor's facilities where any part of the Work is being performed. The QAR must be afforded unrestricted opportunity to evaluate and verify Contractor conformity with quality system procedures and to validate product conformity with the requirements of the Contract. The Contractor must make available for reasonable use by the QAR the equipment necessary for all validation purposes. Contractor personnel must be made available for operation of such equipment as required.

When the QAR determines that GQA is required at a subcontractor's facilities, the Contractor must provide for this in the purchasing document and forward copies to the QAR, together with relevant technical data as the QAR may request.

The Contractor must notify the QAR of non-conforming product received from a subcontractor when the product has been subject to GQA.

For the design, development or maintenance of software, the Contractor must interpret the requirements of ISO 9001:2008 "Quality management systems - Requirements", according to the guidelines of the latest issue (at contract date) of ISO/IEC 90003:2004 "Software engineering - Guidelines for the application of ISO 9001:2000 to computer software".

8.5.1 Quality Assurance Authority (Department of National Defence) - Canadian-based Contractor – D5510C (2017-08-17)

All work is subject to Government Quality Assurance performed at the Contractor's or subcontractor's facility, and at the installation site, by the Director of Quality Assurance, or its designated Quality Assurance Representative (QAR).

Director of Quality Assurance
National Defence Headquarters
MGen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca

Within 48 hours of contract award, the Contractor must contact the QAR. The name, location and phone number of the QAR can be obtained from the nearest National Defence Quality Assurance Region (NDQAR) listed below:

Atlantic - Halifax 902-427-7224 or 902-427-7150
Quebec - Montreal 514-732-4401 or 514-732-4477
Quebec - Quebec City 418-694-5996
National Capital Region - Ottawa 819-939-8605 or 819-939-8608
Ontario - Toronto 416-635-4404, ext. 6081 or 2754
Ontario - London 519-964-5757
Manitoba/Saskatchewan - Winnipeg 204-833-2500, ext. 6574
Alberta - Calgary 403-410-2320, ext. 3830
Alberta - Edmonton 780-973-4011, ext. 2276
British Columbia – Vancouver 604-225-2520, ext. 2460
British Columbia - Victoria 250-363-5662

The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the material or services provided conform to the requirements of the Contract.

The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.

Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for three years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

8.5.1 Quality Assurance Authority (DND) - Foreign-based and United States Contractor – D5515C (2010-01-11)

All Work is subject to Government Quality Assurance performed at the Contractor's or subcontractor's facility, and at the installation site, by the Director of Quality Assurance, or its designated Quality Assurance Representative (QAR).

Director of Quality Assurance
National Defence Headquarters
Major-General George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca

If the Contractor has not been contacted by the QAR performing GQA in the Contractor's facility or area within forty-five (45) Working days of award of the Contract, the Contractor must notify the Contracting Authority.

Where no official arrangements for mutual GQA have been concluded, the Department of National Defence will arrange for the GQA services to be conducted by a National Quality Assurance Authority acceptable to the Director of Quality Assurance. If the GQA services must be provided on a cost-recovery basis, the costs for the services must be accrued against the Contract and be discharged through separate invoicing.

The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the materiel or services provided conform to the requirements of the Contract.

The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.

Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for three (3) years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

8.5.1.1 Release Documents (Department of National Defence) - Canadian-based Contractor – D5606C (2017-11-28)

Unless otherwise directed by the Department of National Defence (DND) Quality Assurance Authority, the signature of the DND Quality Assurance Representative on the release document is not required.

Material must be released for shipment using either DND form CF 1280, Certificate of Release, Inspection and Acceptance, or a release document containing the same information. The Contractor must prepare the release document(s).

For return of repair and overhaul material to the Defence Supply Chain, use forms DND 2227/DND 2228 in lieu of DND form CF 1280.

8.5.1.1 Release Documents (Department of National Defence) - United States-based Contractor – D5605C (2010-01-11)

Material must be released for shipment using a DD Form 250, Material Inspection and Receiving Report, or a release document containing the same information and acceptable to the Quality Assurance Representative. The Contractor must prepare the release document(s).

8.5.1.2 Release Documents - Distribution – D5620C (2012-07-16)

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- a. One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- b. Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- c. One (1) copy to the Contracting Authority;
- d. One (1) copy to:

National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A OK2
Attention: DAP 4-3-5-2-2

- e. One (1) copy to the Quality Assurance Representative;
- f. One (1) copy to the Contractor; and
- g. For all non-Canadian Contractors, one (1) copy to:

DQA/Contract Administration
National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A OK2
E-mail: ContractAdmin.DQA@forces.gc.ca

8.6 Defence Contract – A9006C (2012-07-16)

The Contract is a defence contract within the meaning of the *Defence Production Act*, R.S.C. 1985, c. D-1, and must be governed accordingly.

Title to the Work or to any materials, parts, Work-in-process or finished Work must belong to Canada free and clear of all claims, liens, attachments, charges or encumbrances. Canada is entitled, at any time, to remove, sell or dispose of the Work or any part of the Work in accordance with section 20 of the *Defence Production Act*.

8.6.1 Controlled Goods Program – Contract - A9131C (2014-11-27)

1. As the Contract requires production of or access to controlled goods that are subject to the [Defence Production Act](#) R.S. 1985, c. D-1, the Contractor and any subcontractor are advised that, within Canada, only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: [Controlled Goods Program](#)
2. When the Contractor and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of contract award, the Contractor and any subcontractor must, within seven (7) Working days from receipt of written notification of the contract award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No examination, possession or transfer of controlled goods must be performed until the Contractor has provided proof, satisfactory to the Contracting Authority, that the Contractor and any subcontractor are registered, exempt or excluded under the CGP.

Failure of the Contractor to provide proof, satisfactory to the Contracting Authority, that the Contractor and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of contract award, will be considered a default under the Contract except to the extent that Canada is responsible for the failure due to delay in processing the application.

3. The Contractor and any subcontractor must maintain registration, exemption or exclusion from the CGP for the duration of the Contract and in any event for so long as they will examine, possess or transfer controlled goods

8.6.1.1 Controlled Goods – B4060C (2011-05-16)

The Contract involves controlled goods as defined in the Schedule to the [Defence Production Act](#). The Contractor must identify those controlled goods to the Department of National Defence.

8.7 Military Aviation Replacement Parts - Airworthiness Documentation – D9010C (2015-02-25)

The Contractor must provide the following airworthiness documentation, for each unit of issue, within the interior packaging or attached to the good(s) supplied:

- a. Certificate of Conformance as per Bid Solicitation Para 3.2 Military Aviation Replacement Parts Condition and Certification of Deliverables end items;
- b. Packing Slip.

8.7.1 Military Aviation Replacement Parts - Maintenance of Records – A0301C (2007-05-25)

The Contractor must retain, maintain and keep available for review, for three (3) years following delivery of the last item under the Contract, records of the manufacturer sufficient to constitute proof of origin. Such records include the following:

- a. sufficient information to identify the item by type, class, style, grade (including lot or batch number), cast number, the source of the part, and the date and place of manufacture, as appropriate;
- b. the name and description (or other positive identification) of, and the application issue of, the specification, drawing, process and inspection requirements, as appropriate;
- c. records of all inspections and tests carried out, including those carried out on behalf of either the manufacturer or the Contractor;
- d. copies of any Certificate of Conformance or Certificate of Compliance issued by the manufacturer;
- e. and any other relevant technical data.

8.8 Palletization – D6010C (2007-11-30)

1. For all shipments exceeding 0.566 m³ or 15.88 kg (20 ft³ or 35 lbs), except for those shipped by courier, the following applies:
 - a. The Contractor must strap, and if necessary wrap, shipments on standard 1.22 m x 1.02 m (48 in. x 40 in.) wood pallets. The four-way forklift entry pallet must be supplied at no charge to Department of National Defence. Total height, including pallet, must not exceed 1.19 m (47 in.). The pallet load must not extend further than 2.54 cm (1 in.) from any edge of the pallet.
 - b. The Contractor must group items by stock number (on the same pallet) within consolidated shipments. Pallet loads composed of more than one stock number must be marked as "Mixed Items".
 - c. Individual items exceeding 1.22 m (48 in.) in length or 453.6 kg (1000 lbs) must be secured to larger pallets or must have 10.16 cm x 10.16 cm (4 in. x 4 in.) skids securely fastened to the bottom of the item. Skids must be separated by a minimum of 71.12 cm (28 in.).
2. Any exception requires the prior approval of the Contracting Authority.

8.9 Marking of Aircraft Hose Assemblies – B4047C (2007-05-25)

All rubber hose assemblies, and all medium and high pressure Teflon hose assemblies for aerospace applications, must have a permanent identification band attached by welding.

8.10 End User Certificate – D0050C (2007-05-25)

Canada certifies that the goods, services or both ordered under the Contract are purchased by Canada for the exclusive use of the Canadian Armed Forces.

8.11 Incomplete Assemblies – D9002C (2007-11-30)

The Contractor must not ship incomplete assemblies unless the authorization for such shipment has been obtained before from the Contracting Authority.

8.12 Packaging Requirement using Specification D-LM-008-036/SF-000 – D3018C (2014-09-25)

The Contractor must prepare item numbers 1, 2 and 3 for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification D-LM-008-036/SF-000, DND Minimum Requirements for Manufacturer's Standard Pack.

The Contractor must package item numbers 1, 2 and 3 in quantities of 1 by package.

Note: Unless otherwise specified, the unit pack quantity shall not exceed 100 pieces and shall not weight more than 25 pounds (i.e. 11.3 Kg).

8.13 Preparation for Delivery - Canadian-based Contractor – D3013C (2007-11-30)

1. Preservation and packaging for item numbers 4, 5 and 6 must be in accordance with the Canadian Forces packaging specification D-LM-008-001/SF-001, and must be marked to *D-LM-008-002/SF-001*. Form Level B Pkg **Data Form Req'd** must be in accordance with *D-LM-008-011/SF-001*.
2. Packaging data forms previously approved by Canadian authorities are acceptable.
3. Approved coded packaging data is shown immediately below the description of the item to which it applies. Where no data is shown, the Contractor must submit a packaging data form for approval.

8.14 Preparation for Delivery - United States-based Contractor – D3019C (2007-11-30)

1. Preservation and packaging for item numbers 4, 5 and 6 must be in accordance with the current issue of United States (U.S.) Department of Defence Military Standard MIL-STD-2073 and must be marked to MIL-STD-129.
2. Packaging data forms previously approved by U.S. authorities are acceptable.
3. Approved coded packaging data is shown immediately below the description of the item to which it applies. Where no data is shown, the Contractor must submit a packaging data form for approval.

8.15 Complete Delivery – D0005C (2007-11-30)

The Contractor must make the complete delivery within _____ days (*to be completed at contract award*) from the effective date of the Contract.

8.16 Excess Goods – B7500C (2006-06-16)

The quantity of goods to be delivered by the Contractor is specified in the Contract. The Contractor remains liable for any shipment in excess of that quantity whether the excess quantity is shipped voluntarily or as a result of an error by the Contractor. Canada will not make any payment to the Contractor for goods shipped in excess of the specified quantity. Canada will not return the said goods to the Contractor unless the Contractor agrees to pay for all the costs related to the return, including but not limited to administrative, shipping and handling costs. Canada will have the right to deduct such costs from any invoice submitted by the Contractor.

8.17 Wood Packaging Materials – D2025C (2017-08-17)

All wood packaging materials used in shipping must conform to the [International Standards for Phytosanitary Measures No. 15: Regulation of Wood Packaging Material in International Trade \(ISPM 15\)](#).

Pertinent additional information on Canada's import and export programs is provided in the following Canadian Food Inspection Agency policy directives:

D-98-08 - [Entry Requirements for Wood Packaging Materials Produced in All Areas Other Than the Continental United States](#)

D-13-01 – [Canadian Heat Treated Wood Products Certification Program \(HT Program\)](#)

8.18 Dangerous Goods / Hazardous Products – Labelling and Packaging Compliance – D3015C (2014-09-25)

1. The Contractor must ensure proper labelling and packaging in the supply and shipping of dangerous goods/hazardous products to the Government of Canada.
2. The Contractor will be held liable for any damages caused by improper packaging, labelling or carriage of dangerous goods/hazardous products.
3. The Contractor must clearly mark all merchandise labels with the percentage of volume that is a hazardous item. Failure to do so will result in the Contractor being held responsible for damages caused in the movement of goods/products by government vehicles or government personnel.
4. The Contractor must adhere to all applicable laws regarding dangerous goods/hazardous products.

9. Applicable Laws

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

10. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list:

- a. the Articles of Agreement;
- b. the general conditions 2030 (2016-04-04), General Conditions – Higher Complexity - Goods;
- c. Annex A, Statement of Requirement; and
- d. the Contractor's bid dated _____.

11. Foreign Nationals (Canadian Contractor)

SACC *Manual* clause [A2000C](#) (2006-06-16), Foreign Nationals (Canadian Contractor)

OR

11. Foreign Nationals (Foreign Contractor)

SACC *Manual* clause [A2001C](#) (2006-06-16), Foreign Nationals (Foreign Contractor)

12. Insurance – No Specific Requirement G1005C (2016-01-28)

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

13. Additional SACC Manual Clauses

A9062C (2011-05-16), Canadian Forces Site Regulations

A9068C (2010-01-11), Government Site Regulations

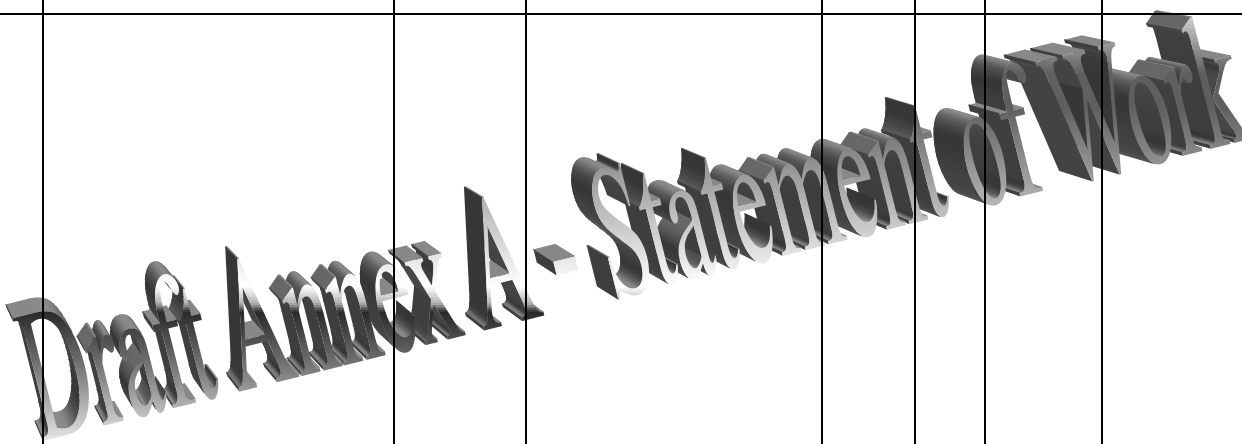
C2604C (2013-04-25), Customs Duties, Excise Taxes and Applicable Taxes – Non-Resident (*leave in if the contractor is non-resident*)

C2611C (2007-11-30), Customs Duties – Contractor Importer (*leave in if the contractor is the importer and the contract value is C\$250,000 or more*)

**ANNEX A
STATEMENT OF REQUIREMENT**

NOTE: BIDDERS MUST COMPLETE ANNEX A – STATEMENT OF REQUIREMENT USING THE REQUEST FOR PROPOSAL - BIDDER'S RESPONSE DOCUMENT PROVIDED AT ANNEX B

1. Line Item Details

Item	Description	Delivery Date	Destination	U. of I	Qty	Unit Price	Total Item Cost	
								
SUB-TOTAL								\$ _____
APPLICABLE TAXES			Alberta : TPS (5%) : \$ _____ Québec : TPS (5%) + TVQ (9.75%) = (14.975%) : \$ _____					
TOTAL								\$ _____

Solicitation No. - N° de l'invitation
W8485-194996
Client Ref. No. - N° de réf. du client
6000434862

Amd. No. - N° de la modif.
File No. - N° du dossier
W8485-194996

ANNEX B
Request for Proposal – Bidder's Response

REQUEST FOR PROPOSAL - BIDDER'S RESPONSE

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

Or By/Ou par Fax To/A : (819) 997-9776

Proposal to National Defence 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.

Proposition à : Défense nationale Canada

Nous offrons par la présente de vendre à
Sa Majesté l 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 - Commentaries

**THIS DOCUMENT DOES NOT CONTAIN
ANY SECURITY REQUIREMENT/ CE DOCUMENT NE
CONTIENT AUCUNE EXIGENCE EN MATIÈRE DE
SÉCURITÉ**

Title/Titre	
STOCK BUY FOR CC138 TWIN-OTTER	
Solicitation No – N° de l'invitation W8485-194996	Date 23 May 2018
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 02 July 2018	Time Zone Fuseau horaire Eastern Daylight Time EDT / Heure avancée de l'est
Address Enquiries to – Adresser toutes questions à :	
Department of National Defence National Defence Headquarters Nationale MGen George R Pearkes Bldg 101 Colonel By Drive Ottawa, ON K1A 0K2 Attn: DAP 4-3-2-2 Johanne.Berry@forces.gc.ca	Ministere de la Defense Nationale Quartier-General de la Defense Nationale Edifice Mgen George R Pearkes 101 Promenade du Colonel By Ottawa, ON K1A 0K2 A l'attention de: DAP 4-3-2-2 Johanne.Berry@forces.gc.ca
Telephone No. – N° de téléphone	FAX No – N° de fax
819-939-3853	
Destination of Goods and Services – Destination des biens et services :	
See Herein / Voir aux présentes	
Instructions / Instructions: Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.	
Instructions: Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.	
Delivery required - Livraison exigée	Delivery offered - Livraison proposée
On or before 31 August 2018 / d'ici le 31 août 2018	
Vendor/Firm Name and Address - Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - no de téléphone: _____	
Procurement Business Number (PBN) - Numéro d'entreprise d'approvisionnement (NEA) : _____	
Bidder's Reference No : _____	
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 caractère d'imprimerie)	
Name/Nom _____	
Title/Titre _____	
Signature _____	Date _____

To facilitate and/or avoid any errors during bid evaluation, the Bidder must complete the *Request for Proposal - Bidder's Response* document using word processing software or other electronic/typewritten means. Hand written bids will not be accepted. The document *Request for Proposal - Bidder's Response* contains all sections required from the Bidder.

A Microsoft Word version of the *Request for Proposal – Bidder's Response* has been provided. In case of a discrepancy between the Word and the PDF versions, the PDF document will take precedence.

SECTION 1: TECHNICAL BID

5.2 Military Aviation Replacement Parts - Condition and Certification of Deliverables End Items - A0300T (2017-04-27)

Deliverable End Item Grid

Bidders must indicate the NATO Supply Code for Manufacturers or Commercial And Government Entity (NSCM/CAGE) code of the manufacturing entity under the appropriate category of the grid. For example, if a bidder is offering a Category #1 item(s), it must indicate the NSCM number under that category as per the example below. Bidders may use additional pages to provide the complete description called up under Category #3 if necessary.

Item	Category 1 New Materiel	Category 2 New Surplus Materiel	Category 3 Other Condition
For example	NSCM: ABC12 Name: PWGSC		
1.			
2.			
3.			
4.			
5.			
6.			

5.3 Military Aviation Replacement Parts - Substitutes and Traceability - A0301T (2007-05-25)

If the Bidder proposes to supply any part with an alternative Part Number or NSCM/CAGE code, the Bidder must provide the following substitution notice fully completed.

If the Bidder proposes to supply any part with an alternative Part Number or NSCM/CAGE code, the Bidder must provide, either with its bid or within three (3) Working days following receipt of a request from the Contracting Authority, all the technical information (e.g. drawings, specifications, engineering reports, and/or test reports) necessary to clearly demonstrate that the part proposed has the form, fit and function characteristics equivalent to the Part Number(s) and NSCM/CAGE code(s) specified in the bid solicitation.

Failure to provide the required technical information will result in the bid being declared non-responsive with respect to any part for which such information was requested.

If a part is not manufactured by the OEM of the aircraft, then it must be manufactured by an authorized supplier to the OEM or by the original manufacturer of the part chosen for use by the OEM of the aircraft (or the successor of or licensed by that original manufacturer). Canada reserves the right to verify with the OEM of the aircraft that the manufacturer of a part proposed is in fact authorized by the OEM to produce that part or supplies that part to the OEM.

Substitution Notice

Item Number: 1

Original Technical Data (as referenced below):

- a. Part Number: PDM71-159-9
- b. NSCM/CAGE code: 3DLB3
- c. Other: NSN: 1560-20-A0S-6601

Proposed Change(s)

- a. Part Number: _____
- b. NSCM/CAGE code: _____
- c. Other: _____

Reason for Change/Supporting Data:

Substitution Notice

Item Number: 2

Original Technical Data (as referenced below):

- a. Part Number: 9532709
 - b. NSCM/CAGE code: 0B9R9
 - c. Other: NSN: 1630-00-856-8603
- _____
- _____

Proposed Change(s)

- a. Part Number: _____
 - b. NSCM/CAGE code: _____
 - c. Other: _____
- _____
- _____

Reason for Change/Supporting Data:

Substitution Notice

Item Number: 3

Original Technical Data (as referenced below):

- a. Part Number: PK423
 - b. NSCM/CAGE code: 00198
 - c. Other: NSN: 6850-21-920-4032
- _____
- _____

Proposed Change(s)

- a. Part Number: _____
 - b. NSCM/CAGE code: _____
 - c. Other: _____
- _____
- _____

Reason for Change/Supporting Data:

Substitution Notice

Item Number: 4

Original Technical Data (as referenced below):

- a. Part Number: C6US1000-15
 - b. NSCM/CAGE code: 71867
 - c. Other: NSN: 1620-21-891-4309
- _____
- _____

Proposed Change(s)

- a. Part Number: _____
 - b. NSCM/CAGE code: _____
 - c. Other: _____
- _____
- _____

Reason for Change/Supporting Data:

Substitution Notice

Item Number: 5

Original Technical Data (as referenced below):

- a. Part Number: C6U1502-5
 - b. NSCM/CAGE code: 71867
 - c. Other: NSN: 1620-20-010-9994
- _____
- _____

Proposed Change(s)

- a. Part Number: _____
 - b. NSCM/CAGE code: _____
 - c. Other: _____
- _____
- _____

Reason for Change/Supporting Data:

Substitution Notice

Item Number: 6

Original Technical Data (as referenced below):

- a. Part Number: C6SC1051-3
 - b. NSCM/CAGE code: 71867
 - c. Other: NSN: 1560-21-869-2137
- _____
- _____

Proposed Change(s)

- a. Part Number: _____
 - b. NSCM/CAGE code: _____
 - c. Other: _____
- _____
- _____

Reason for Change/Supporting Data:

The Bidder is advised that availability and retention of records of the manufacturer sufficient to constitute proof of origin will be a condition of the resulting Contract.

SECTION II: FINANCIAL BID

ATTACHMENT 1 TO PART 3, PRICING SCHEDULE ANNEX A – STATEMENT OF REQUIREMENT

1. The Bidder must complete this pricing schedule and include it in its financial bid. The total amount of Applicable Taxes must be shown separately.
2. The Bidder must submit all-inclusive firm unit prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded. Bids will be assessed on an FOB destination basis.
3. When a bid is submitted in Non-Canadian currency (e.g. USD dollars), than the resulting contract will be awarded in that same currency, unless the bid solicitation specifically states 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. The resulting Contract cover page will identify both the Non-Canadian currency value, as well as the Canadian value, including applicable taxes, using the converted rate given by the Bank of Canada in effect on the bid solicitation closing date. The contract does not offer exchange rate fluctuation risk mitigation.
5. The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

1.0 LINE ITEM DETAILS

The Contractor must provide the following item(s):

Item	Description	Delivery Date	Destination	U. of I	Qty	Unit Price & Currency	Total Item Cost
1	LEVER NSN: 1560-20-A0S-6601 Part No.: PDM71-159-9 NSCM/CAGE: 3DLB3 ISO 9001: 2008 QUALITY ASSURANCE: QAC C Packaging: D-LM-008-036/SF-000 CONTROLLED GOOD		7 CFSD RECEIPTS SECTION CFB EDMONTON 195 AVE & ORDNANCE RD BLDG 236 EAST END EDMONTON, AB, T0A 2H0 CANADA	EA	2		

Item	Description	Delivery Date	Destination	U. of I	Qty	Unit Price & Currency	Total Item Cost
2	<p>DISC, BRAKE</p> <p>NSN: 1630-00-856-8603</p> <p>Part No.: 9532709</p> <p>NSCM/CAGE: 0B9R9</p> <p>CIVIL AIRCRAFT INSPECTION: QUALITY ASSURANCE: QAC J</p> <p>OR</p> <p>ISO 9001: 2008 QUALITY ASSURANCE: QAC Q</p> <p>Packaging: D-LM-008-036/SF-000</p>		<p>7 CFSD RECEIPTS SECTION</p> <p>CFB EDMONTON 195 AVE & ORDNANCE RD BLDG 236 EAST END EDMONTON, AB, T0A 2H0 CANADA</p>	EA	2		
3	<p>DESICCANT, ACTIVATED</p> <p>NSN: 6850-21-920-4032</p> <p>Part No.: PK423</p> <p>NSCM/CAGE: 00198</p> <p>ISO 9001: 2008 QUALITY ASSURANCE: QAC C</p> <p>Packaging: D-LM-008-036/SF-000</p>		<p>7 CFSD RECEIPTS SECTION</p> <p>CFB EDMONTON 195 AVE & ORDNANCE RD BLDG 236 EAST END EDMONTON, AB, T0A 2H0 CANADA</p>	BG	36		
4	<p>AXEL, LANDING GEAR</p> <p>NSN: 1620-21-891-4309</p> <p>Part No.: C6US1000-15</p> <p>NSCM/CAGE: 71867</p> <p>ISO 9001: 2008 QUALITY ASSURANCE: QAC Q</p> <p>OR</p> <p>CIVIL AIRCRAFT INSPECTION: QUALITY ASSURANCE: QAC J</p> <p>Packaging: LEVEL B</p>		<p>7 CFSD RECEIPTS SECTION</p> <p>CFB EDMONTON 195 AVE & ORDNANCE RD BLDG 236 EAST END EDMONTON, AB, T0A 2H0 CANADA</p>	EA	2		

Item	Description	Delivery Date	Destination	U. of I	Qty	Unit Price & Currency	Total Item Cost
5	FORK ASSEMBLY NSN: 1620-20-010-9994 Part No.: C6U1502-5 NSCM/CAGE: 71867 ISO 9001: 2008 QUALITY ASSURANCE: QAC Q OR CIVIL AIRCRAFT INSPECTION: QUALITY ASSURANCE: QAC J Packaging: LEVEL B		7 CFSD RECEIPTS SECTION CFB EDMONTON 195 AVE & ORDNANCE RD BLDG 236 EAST END EDMONTON, AB, T0A 2H0 CANADA	EA	2		
6	TANK, FUEL, AIRCRAFT NSN: 1560-21-869-2137 Part No.: C6SC1051-3 NSCM/CAGE: 71867 CIVIL AIRCRAFT INSPECTION: QUALITY ASSURANCE: QAC J OR ISO 9001: 2008 QUALITY ASSURANCE: QAC Q Packaging: LEVEL B		7 CFSD RECEIPTS SECTION CFB EDMONTON 195 AVE & ORDNANCE RD BLDG 236 EAST END EDMONTON, AB, T0A 2H0 CANADA	EA	1		
SUB-TOTAL: (MUST BE FOB DESTINATION; DELIVERY DUTY PAID; AND TRANSPORTATION COSTS INCLUDED)			\$ _____				
APPLICABLE TAXES:		Insert amount as:	Alberta: GST (5%): \$ _____				
TOTAL:			\$ _____				

2.0 DELIVERABLES

The Contractor must deliver the item(s) mentioned above on or before *(to be completed at contract award)*.

2.1 Partial Delivery

If partial shipments are made, proportionate quantities are to be shipped to each destination to ensure equal distribution and an adequate supply for each point.

2.2 Accelerated Delivery

Every effort must be made to improve delivery without any additional cost to Her Majesty.

3.0 SPECIAL REQUIREMENTS

Delivery Appointments

The Contractor must arrange delivery appointments by contacting the Depot Traffic Section. The Department of National Defence reserves the right to refuse shipments without prior arrangement. Delivery appointments can be arranged by telephone or fax:

7 CF Supply Depot
Lancaster Park, Edmonton, Alberta
Tel: (780) 973-4011 ext. 4524
Fax: (780) 973-4054

SECTION III: CERTIFICATIONS

PART 5 - CERTIFICATIONS

ATTACHMENT 1 TO PART 5, ADDITIONAL CERTIFICATIONS PRECEDENT TO CONTRACT AWARD

2. Integrity Provisions – Required Documentation

Dénomination complète de l'entreprise / Complete Legal Name of Company	
Adresse de l'entreprise / Company's address	
NEA de l'entreprise / Company's PBN Number	
Numéro de la transaction / Transaction Number	
Liste de pré-qualification / Pre-Qualification List	
Valeur de la transaction (\$) / Transaction Value (\$) PLUS DE 25 000,00 \$ (taxes incluses) / OVER \$25,000.00 (including taxes)	
<input type="checkbox"/> Oui / Yes	<input type="checkbox"/> Non / No
Membres du conseil d'administration (utilisez le format – Prénom Nom) Board of Director Members (Use Format – First Name Last Name) Ou mettre la liste en pièce-jointe / Or Put the List as an Attachment	
1. Membre / Director	
2. Membre / Director	
3. Membre / Director	
4. Membre / Director	
5. Membre / Director	
6. Membre / Director	
7. Membre / Director	
8. Membre / Director	
9. Membre / Director	
10. Membre / Director	
Autres Membres / Other Members :	
Commentaires / Comments :	

Solicitation No. - N° de l'invitation
W8485-194996
Client Ref. No. - N° de réf. du client
6000434862

Amd. No. - N° de la modif.

File No. - N° du dossier
W8485-194996

SECTION IV: CONTROLLED GOODS PROGRAM REGISTRATION

Bidder's Registration Number: _____

Expiry Date (dd/mm/yy): _____

Note: USA Bidders must provide a copy of the letter from their company stating that they are registered with the U.S. Department of State - Directorate of Defense Trade Controls (DDTC), which meets the SACC requirement. It is acceptable for the registration number to be redacted.

Solicitation No. - N° de l'invitation
W8485-194996
Client Ref. No. - N° de réf. du client
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File No. - N° du dossier
W8485-194996

SECTION V: ADDITIONAL INFORMATION
(if applicable)