



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
Halifax  
Nova Scotia  
B3J 1T3  
Bid Fax: (902) 496-5016

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

<b>Title - Sujet</b> Tailshaft Refurbishment	
<b>Solicitation No. - N° de l'invitation</b> F5561-180248/A	<b>Date</b> 2018-06-01
<b>Client Reference No. - N° de référence du client</b> F5561-18-0248	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-304-10410	
<b>File No. - N° de dossier</b> HAL-8-81037 (304)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-06-19</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Daylight Saving Time ADT
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Bowman, Paul	<b>Buyer Id - Id de l'acheteur</b> hal304
<b>Telephone No. - N° de téléphone</b> (902) 802-8304 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF FISHERIES AND OCEANS MARITIMES REGIONAL HQ BLDG 50 DISCOVERY DR - LEVEL 4 DARTMOUTH NOVA SCOTIA B2Y4A2 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**

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
Halifax  
Nova Scot  
B3J 1T3

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

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F5561-180248  
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HAL-8-81026

Buyer ID - Id de l'acheteur  
HAL 304  
CCC No./N° CCC - FMS No./N° VME

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security requirement applicable to this solicitation.

### **1.2 Statement of Work**

The Department of Fisheries and Oceans has a requirement for the refurbishment of the CCGS Hudson Tailshaft detailed in ANNEX A.

### **1.3 Debriefings**

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

### **1.4 Trade Agreements**

The requirement is subject to the provisions of the 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:

The 2003 standard instructions is amended as follows:

- Section 5, entitled Submission of bids, is amended as follows:
  - subsection 1 is deleted entirely and replaced with the following: "Canada requires that each bid, at solicitation closing date and time or upon request from the Contracting Authority, for example in the case of epost Connect service, be signed by the Bidder or by an authorized representative of the Bidder. If a bid is submitted by a joint venture, it must be in accordance with the section entitled Joint venture."
  - subsection 2.d is deleted entirely and replaced with the following: "send its bid only to the specified Bid Receiving Unit of Public Works and Government Services Canada (PWGSC) identified in the bid solicitation, or to the address specified in the bid solicitation, as applicable;"
  - subsection 2.e is deleted entirely and replaced with the following: "ensure that the Bidder's name, return address and procurement business number, bid solicitation number, and solicitation closing date and time are clearly visible on the bid; and,"

- Section 6, entitled Late bids, is deleted entirely and replaced with the following: "PWGSC will return bids delivered after the stipulated solicitation closing date and time, unless they qualify as a delayed bid as described in the section entitled Delayed bids. For bids submitted using means other than the Canada Post Corporation's epost Connect service, the bid will be returned. For bids submitted using Canada Post Corporation's epost Connect service, conversations initiated by the Bid Receiving Unit via the epost Connect service that contain access, records and information pertaining to a late bid will be deleted."
- Section 07, entitled Delayed bids, is amended as follows:
  - Subsection 1 is amended to add the following piece of evidence: "d. a CPC epost Connect service date and time record indicated in the epost Connect conversation activity."
- Section 8, entitled Transmission by facsimile, is deleted and replaced by the following: "Transmission by facsimile or by epost Connect"
  1. Facsimile
    - a. Unless specified otherwise in the bid solicitation, bids may be submitted by facsimile. The only acceptable facsimile number for responses to bid solicitations issued by PWGSC headquarters is 902-496-5016 or, if applicable, the facsimile number identified in the bid solicitation. The facsimile number for responses to bid solicitations issued by PWGSC regional offices is identified in the bid solicitation.
    - b. For bids transmitted by facsimile, Canada will not be responsible for any failure attributable to the transmission or receipt of the faxed bid including, but not limited to, the following:
      - i. receipt of garbled or incomplete bid;
      - ii. availability or condition of the receiving facsimile equipment;
      - iii. incompatibility between the sending and receiving equipment;
      - iv. delay in transmission or receipt of the bid;
      - v. failure of the Bidder to properly identify the bid;
      - vi. illegibility of the bid; or
      - vii. security of bid data.
    - c. A bid transmitted by facsimile constitutes the formal bid of the Bidder and must be submitted in accordance with the section entitled Submission of bids.
  2. ePost Connect
    - a. Unless specified otherwise in the bid solicitation, bids may be submitted by using the [epost Connect service provided by Canada Post Corporation](https://www.canadapost.ca/web/en/products/details.page?article=epost_connect_send_a) ([https://www.canadapost.ca/web/en/products/details.page?article=epost\\_connect\\_send\\_a](https://www.canadapost.ca/web/en/products/details.page?article=epost_connect_send_a)).
    - b. To submit a bid using epost Connect service, the Bidder must either:
      - i. send directly its bid only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
      - ii. send as early as possible, and in any case, at least six business days prior to the solicitation closing date and time, an email that includes the bid solicitation number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.
    - c. If the Bidder is sending an email to the Bid Receiving Unit, the Bid Receiving Unit will then initiate an epost Connect conversation which will allow the Bidder to transmit its bid afterward at any time prior to the solicitation closing date and time. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Bidder to access the message within the conversation, and the Bidder can reply to the email notification by transmitting its bid.
    - d. If the Bidder is using its own licensing agreement to send its bid, the Bidder must keep the epost Connect conversation open until at least 30 business days after solicitation closing date and time.

- e. The email address of PWGSC Bid Receiving Unit in Headquarters is:  
[TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca)  
The solicitation number must be identified in the epost Connect message field of all electronic transfers.
- f. It should be noted that the use of epost Connect service requires a Canadian mailing address. Should a bidder not have a Canadian address, they may use the Bid Receiving Unit address specified on page 1 of the solicitation in order to register for the epost Connect service.
- g. For bids transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:
  - i. receipt of a garbled or incomplete bid;
  - ii. availability or condition of the epost Connect service;
  - iii. incompatibility between the sending and receiving equipment;
  - iv. delay in transmission or receipt of the bid;
  - v. failure of the Bidder to properly identify the bid;
  - vi. illegibility of the bid;
  - vii. security of bid data; or
  - viii. inability to create an electronic conversation through the epost Connect service.
- h. A bid transmitted by epost Connect service constitutes the formal bid of the Bidder and must be submitted in accordance with the section entitled Submission of bids."

## 2.2 Submission of Bids

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

### 2.2.1 SACC Manual Clauses

[B1000T](#) (2014-06-26), Condition of Material

## 2.3 Enquiries - Bid Solicitation

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

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

## 2.4 Applicable Laws

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

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**

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 8 of the 2003 standard instructions and as amended in Part 2 - Bidder Instructions, Article 2.1 Standard Instructions, Clauses and Conditions. Bidders are required to provide their bid in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid  
Section II: Financial Bid  
Section III: Certifications

If the Bidder is simultaneously providing a hard copy of the bid using another acceptable delivery method, and if there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the soft copy will have priority over the wording of the hard copy.

- If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid 2 hard copies  
Section II: Financial Bid 2 hard copies  
Section III: Certifications 1 hard copy

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

Canada requests that bidders follow the format instructions described below in the preparation of hard copy of their bid:

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and

- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

### **Section I: Technical Bid**

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

### **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the Basis of Payment.

#### **3.1.1 Electronic Payment of Invoices – Bid**

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex “D” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “D” Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

#### **3.1.2 Exchange Rate Fluctuation**

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

### **Section III: Certifications**

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

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Technical Criteria**

The bidder must clearly demonstrate with their proposal, they meet and comply with the requirement

##### **4.1.2 Financial Evaluation**

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

## 4.2 Basis of Selection

A bid must comply with all requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

### 5.1 Certifications Required with the Bid

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

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

### 5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

#### 5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

## PART 6 - RESULTING CONTRACT CLAUSES

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

## **6.1 Security Requirements**

**6.1.1** There is no security requirement applicable to the Contract.

## **6.2 Statement of Work**

The Department of Fisheries and Oceans has a requirement for the refurbishment of the CCGS Hudson Tailshaft detailed in ANNEX A.

## **6.3 Standard Clauses and Conditions**

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

### **6.3.1 General Conditions**

[2010A](#) (2016-04-04), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

## **6.4 Term of Contract**

### **6.4.1 Period of the Contract**

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

### **6.4.2 Delivery Date**

All the deliverables must be received on or before six (6) weeks from contract award.

### **6.4.3 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described in Annex B Basis of Payment (Optional Price Table) of the Contract under the same 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.

The Contracting Authority may exercise the option at any time before August 31, 2018 by sending a written notice to the Contractor.

### **6.4.5 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:

Solicitation No. - N° de l'invitation  
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F5561-18-0248

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-8-81026

Buyer ID - Id de l'acheteur  
HAL 304  
CCC No./N° CCC - FMS No./N° VME

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Name: Paul Bowman  
Title: Supply Specialist  
Public Services and Procurement Canada  
Address: 1713 Bedford Row, Halifax, NS B3J 1T3

Telephone: (902) 802-8304  
Facsimile: (902) 496-5016  
E-mail address: paul.bowman@pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### 6.5.2 Project Authority

The Project Authority for the Contract is:

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

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

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

### 6.5.3 Contractor's Representative (*Bidders are to provide the following*):

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

## 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 firm unit prices, as specified in Annex B (Mandatory Price Table) *for a cost of \$ \_\_\_\_\_ (insert the amount 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 Limitation of Price

SACC Manual clause [C6000C](#) (2011-05-16) Limitation of Price

### 6.6.3 Single Payment

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

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

### 6.6.5 Electronic Payment of Invoices – Contract

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

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

## 6.7 Invoicing Instructions

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 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

## **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 Nova Scotia.

### **6.10 Priority of Documents**

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

- (a) the Articles of Agreement;
- (b) the general conditions [2010A](#) (2015-09-03), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_.

### **6.11 SACC Manual Clauses**

[B7500C](#) (2006-06-16) Excess Goods  
[D0018C](#) (2007-11-30) Delivery and Unloading  
[A9068C](#) (2010-01-11) Government Site Regulations  
[G1005C](#) (2016-01-28) Insurance

#### **6.11.1 Inspection and Acceptance**

The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

## ANNEX "A"

### STATEMENT OF WORK

#### 1: SCOPE:

The contractor must inspect, repair (if necessary) and re-protect the tail shaft and Muff coupling in accordance to the detailed description below. The shaft and muff coupling must be re-certified for possible installation on CCGS Hudson.

Surveys are requirements to be taken in line with Lloyd's Register Rules for Manufacturer, Testing and Certification of Materials and Lloyd's Register Rules for the Classification of Ships as applicable. The contractor must notify CGTA to make arrangements for Lloyd's inspections. CGTA will be responsible for all payment to Lloyd's for the certification of the tail shaft.

#### 2: TECHNICAL DESCRIPTION:

##### 2.1 General

###### **Tail shaft Technical Data**

Length overall =402.625 inches (see Reference 1)

Diameter = 14.938 inches (see Reference 1)

Estimated Weight = 9200 Kilograms

Estimated Value of Tailshaft =\$300,000.00

1. Contractor must be responsible to arrange all transportation requirements for the shaft to/from the contractor facility. This includes all crane work, transportation agent and materials that must be supplied to properly support and protect the shaft while in transit. The shaft must be properly supported at all times and not contacted in the tapered fit areas or in way of the threaded ends. It is advised that support be given at equally spaced positions along the entire 356 inches between the tapered ends. Support brackets must properly cradle the shaft and be placed every 1.5 to 2.0 meters apart. Transportation charges must be included in, but also broken out separately from the global price and given in one way segments to include costs of shipping to the contractor's facility for the duration of the work, and returning shaft and coupling to the storage facilities in Dartmouth. The Shaft is being held at the CG storage facility at CFB Shearwater in Dartmouth, NS BOJ 3A0 and the Muff Coupling is at 05C Warehouse, 13 Akerley Blvd Dartmouth, NS B3B 1J6.
2. Contractor must have access to a metal working lathe that has the capability to turn the shaft and support its length without incurring damage by grooving. Contractor must provide documentation to **PSPC** that certifies the intended lathe is capable of performing the task. **CGTA** has the right to stop all work should inspection reveal that the lathe is not compliant with this contract demand.
3. The use of CGTA supplied drawing Heddle *10015A Rev1 Tailshaft New Liner* must be the primary technical reference to verify all design specification measurements.
4. Drawing #D-0862-01 CCGS Hudson Sterntube Tail shaft Assembly & Details" must be cross referenced with "drawing Heddle *10015A Rev1 Tailshaft New Liner*" and the contractor must notify CGTA is any conflicting information is found in the two drawings prior to altering the shaft. A Copy of Drawing "CCGS Hudson\_Sterntube\_Tailshaft Assembly Details" must be redlined to reflect these discrepancies.

5. Once received at contractor facility, the shaft must have all protective materials removed. This must include the original coating, which is in place between the two bronze liners. Contractor must exercise caution so that no damage to the shaft material is experienced while removing the epoxy wrap coating. There is a possibility that the bronze liner is continuous and is covered with a protective layer of Phillyclad. Contractor must verify the depth of Phillyclad covering and ensure it is not applied over continuous bronze liner before cutting away material. Care must be taken to ensure that when removing the Phillyclad, the bronze liner and/or shaft material is not damaged.
6. Areas of damage and corrosion to be visually inspected and noted by the contractor prior to cleaning for further inspection methods. All noted areas of damage and corrosion to be included in the final report. All surfaces of the tailshaft must be prepared for the inspection methods employed. This includes the keyways, threaded ends, tapered fit ends, and the bronze liner(s). Care must be exercised to prevent damage to surfaces and undue removal of shaft material.
7. Inspection of the key ways, threads and shaft taper areas are to include crack detection methods of Non-destructive testing using dye penetrant. Contractor must ensure that the dye penetrant test is conducted by a certified NDT technician (Level 2). A copy of certification for the NDT technician to be presented to CGTA representative prior to commencement of any testing. All materials must be supplied by the contractor for these testing purposes.
8. Contractor must verify all shaft measurement and taper from the inner bore taper of the muff couplings against the Drawing #D-0862-01 CCGS Hudson Sterntube Tail shaft Assembly & Details" (see Reference 2). The face must be runout for trueness and the keyway and bore to be inspected for cracking as per procedure in para 6 of this specification.
9. Contractor must record all verified specification measurements as stated above within the final report.
10. Contractor must advise CGTA two business days in advance, of an opportunity to view the shaft in a "clean inspection state" prior to further work progressing. **MILESTONE 1.**
11. The tailshaft must be set into an appropriate sized lathe and verified for trueness. When the shaft is set into the lathe, no lathe steady devices must be located so as to interfere with the shaft surface in way of the mechanical seal area (see Guidance drawings #D-0862-01 CCGS Hudson Sterntube Tail shaft Assembly & Details, Guidance drawings TG-ST-D-05A-ID-NS01.pdf, TGST-AP-05-NS01-PORT.pdf, TGST-AP-05-NS02-STBD.pdf and TG-ST-D-05A-ID-NS01.pdf). Grooving of the shaft or liner areas is not permitted by lathe steady devices for this process. If steady device is required, contractor must provide adequate protection to the shaft service so that there is no grooving of the shaft or liner surface.
12. Protection means to be verified and approved by CGTA. CGTA to be informed and given the opportunity to view the shaft prior to turning in the lathe. **MILESTONE 2.**
13. Run-out readings obtained from this process are to be obtained at equally spaced 250mm intervals along the entire cylindrical length of ~332 inches between the tapered ends, which includes the bronze liner areas.
14. CGTA to be informed of an opportunity for viewing the process of obtaining run-out readings prior to commencement of any additional work. **MILESTONE 3.**
  - a) If the shaft is deemed unsuitable for installation or repair at this point by CGTA – no further work must be undertaken by the contractor. **The tailshaft must then be shipped back to CFB Shearwater for CGTA acceptance. Disposal of the tailshaft will be the responsibility of CCG.**
  - b) If the shaft is deemed suitable for installation, contractor to proceed with itemized work specifications – Para. 15 to Para 39.

15. Readings to indicate shaft diameter in the X and Y axis must be obtained to correspond with the spacing of those obtained for shaft run-out. The Y axis of the shaft must be in the same plane as the center line of the keyways.
16. The area of tapered transition of the bronze liners to the area coated with epoxy and must be verified to be within spec as per guidance drawing #D-0862-01 CCGS Hudson Sterntube Tail shaft Assembly & Details and undamaged. Verification measures obtained, to be included within the final report.
17. The tapered fit end of the shaft in way of the prop must be cleaned up and measurements taken of the taper. This taper must be prepared for a rough fit with the propeller as per dimensional specifications provided on.
18. The end of the shaft in way of the muff coupling must be cleaned up and measurements taken of the taper. The muff coupling bore must be cleaned and lightly machined to fit the taper of the shaft. Once completed a Lloyd's witnessed Blue fit must be complete. If a Blue fit does not meet Lloyd's requirements, the contractor must fix and retest as required. Lloyd's inspector should not be called to view fit until CGTA has first approved the fit up and bluing. The contact surface must be at 80% for approval. Contractor must include the cost of all fits required in global price. No extras will be granted for fittings that don't achieve 80% contact surface. Contractor must include the blue fit results in the final report.
19. Contractor must advise CGTA two business days in advance, of an opportunity to for Lloyd's view the Blue fit prior to further work progressing. **MILESTONE 4.**
20. The area of the shaft in way of the forward shaft liner, which must be machined to accept the TBI Seathigor Seal SRTP Size #D-05A. Contractor must verify correct dimensional data as per manufacturer's recommendations. Guidance drawings TG-ST-D-05A-ID-NS01.pdf, TGST-AP-05-NS01-PORT.pdf, TGST-AP-05-NS02-STBD.pdf and TG-ST-D-05A-ID-NS01.pdf. Contractor must contact seal representative and perform any machining necessary for the proper fit of the seal.
21. Upon completion of measurement verification and machining processes, the contractor must re-apply the protective epoxy material wrap to the area between the shaft liners. Philadelphia Resin (Phillyclad) 1775/620TS is recommended as a suitable wrap. The overall bid price must include the cost of an additional spark/Hi-pot test on the new wrap to demonstrate its integrity. CGTA to be notified 2 business days in advance for the opportunity to view the Spark/Hi-Pot testing procedure of the shaft wrap. **MILESTONE 5**
22. Contractor must correct, at their own cost, any deficiencies noted by poor results of the Hi-Pot/spark test, prior to application of further protective products. Spark/Hi-Pot test must be performed again until clear of deficiencies.
23. Contractor must produce a scaled, engineered drawing of the shaft and muff coupling, complete with all relevant dimensions, taper information, bore information, tread sized, locking nut information, liner dimensions, Phily-Clad product information, Shaft material and all data deemed important at meeting during Milestone #5.
24. The shaft must now be suitably protected for return transit to the shaft pad storage area at CFB Shearwater. The following products are the preferred choice for Contractor application. Denso Paste to be applied to all bare exposed steel areas – not to be applied over the epoxy wrap or bronze areas. DENSO LT tape of 8 inch wide section to be applied over top of all Denso Paste areas using a continuous spiral wrapping method that provides a 50% overlap of the tape. The entire length of the shaft, which includes the bronze liner areas and the epoxy covered middle section, must have one layer of 6 inch wide Denso PVC tape applied in a continuous spiral

wrapping method with a 2 inch overlap of the tape. For guidance on these preservation products, contractor may contact a DENSO Canada representative.

25. Contractor must design and fabricate a medium or high density hardwood crate suitable to store the tailshaft outdoors. The crate must;
- Have a removable, weather proof cover with a sealed lip to prevent water ingress.
  - Have proper support brackets to support the shaft every 1.5 meters between tapers. These brackets must be cut to fit around the entire diameter of the shaft and must be split in such a way that the top of the bracket is removable from the top once the lid is removed. These Brackets must serve to both strengthen the crate from crushing inward when lifting straps are used as well as secure the shaft from movement when cover is in place. Brackets must have an industrial felt to protect the shaft from direct contact with the wood.
  - Have two clearly marked slinging/lifting points that have been adequately reinforced for lifting. The contractor must ensure the crate is strong enough so the crate could be lifted with the shaft inside using lifting straps around the outside of the crate without damaging or distorting or crushing the crate and that the shaft stabilized and unable to shift during transport.
  - Be supplied with an adequate supply of Desiccant packs as per Table provided in TDP
  - Be clearly marked on all four side, with an aluminium plate secured by bolts to the crate, and detailing the following information:

**CCGS HUDSON**

**SPARE TAILSHAFT AND MUFF COUPLING**

**REFURBISHED ON (DATE OF WORK COMPLETION)**

**REFURBISHED BY (YOUR COMPANYS NAME)**

**REFURBISHMENT COMPLETED TO DRAWING #(your drawing number as per para 24)**

26. Contractor is reminded that when moving the shaft, it is not to be suspended from the area containing the epoxy wrap material. The shaft is allowed to be supported during storage in this epoxy wrap area once all PVC tape is applied and felt lined brackets are used. The shaft must be properly secured to the transit agent platform as per the request in para. 1.
27. Contractor must transport and then secure the shaft into a designated position within the Shaft pad at CFB Shearwater. **Delivery of the shaft to CFB Shearwater must be no later than six weeks from contract award.** CGTA must be advised 2 business days prior to the intended transit date so that onsite supervision of the delivery can be implemented. **MILESTONE 6**
28. Contractor must seek guidance as required from CGTA by use of the following contact information:

Senior Vessel Maintenance Manager – Tim Matthews  
Desk phone : 902-446-4384  
Mobile : 902-476-1735  
E-mail : [Tim.Matthews@dfo-mpo.gc.ca](mailto:Tim.Matthews@dfo-mpo.gc.ca)

29. Contact CGTA to arrange a site viewing of the shaft and to arrange for access to the shaft pad for movement to/from CFB Shearwater, Dartmouth, Nova Scotia.

30. All work performed must be to the satisfaction of CGTA.

31. All the specified work, as well as all work arising, must be completed to the satisfaction of the **Coast Guard Technical Authority (CGTA)** who, unless otherwise advised, will be the Senior Vessel Maintenance Manager, or his designated representative. CGTA must be notified at each designated milestone of the specification so that he/she may inspect the work and sign the Milestone inspection table, prior to commencement of further specification line items. Failure to

- give notification does not absolve Contractor of the responsibility of providing CGTA the opportunity to inspect any item.
32. All conditions, stipulations etc. listed in the General Notes must apply to any Sub-Contractors employed by the Prime Contractor to carry out work on any Specification item.
  33. All stipulations of the Public Service Procurement Canada (PSPC) insurance clause must be in place prior to commencement of any work.
  34. Contractor must be responsible for notifying CGTA of acceptable opportunity to view the shaft at the defined milestones of the project.
  35. All materials, unless otherwise specified, must be supplied by the Contractor. Contractor to supply all necessary tools, materials and equipment to perform the specified work. Special tools or specific parts, as required, will be issued by and returned to CGTA.
  36. All specified measurements must be taken and recorded in inches. Unless otherwise specified, the measurements must be taken and reported in thousandths of a inches (0.000 inches). All measuring devices must be described on the submitted reporting sheets with certificates of calibration. All reported dimensions must be either typed or printed in a neat legible manner, and must include the name of the person who took the readings. Two electronic copies of all specified readings and measurements are required for this contract work. These copies must be delivered to the CGTA on two separate USB media devices.

The copies must be delivered to:

Canadian Coast Guard, Atlantic Region South,  
Integrated Technical Services, Marine Engineering – Level 4  
C/O Tim Matthews, SVMM  
50 Discovery Dr.  
Dartmouth, NS  
B2Y 4A2

37. Contractor must use fully qualified, certified and competent tradesmen and supervision to ensure a uniform and high level of workmanship as judged by normally accepted shipbuilding standards. All work must be completed to the satisfaction of CGTA.
38. When considering the tailshaft, all machining undertaken as part of this contract must be performed to a tolerances of +/- 0.002inch

## 2.2 Location

Contractor must pick-up tailshaft from the shearwater warehouse (address), tailshaft work to be carried out at the contractor's facility and returned to the warehouse after satisfactory inspection and sign off.

## 2.3 Interferences

N/A

## 3: REFERENCES:

### 3.1 Guidance drawing /Nameplate Data

1. Heddle drawing # H11-1050-001-R1 Shaft Arrangement
2. Ship drawing # 312 CCGS Hudson Sterntube Trailshaft Assembly & Details
3. Phillyclad product data sheet with Distributor Pricing
4. Denso-Paste
5. Denso-LT-Tape
6. Denso-PVC-Tape-Colored
7. TG-ST-D-05A-ID-NS01.pdf
8. TGST-AP-05-NS01-PORT.pdf

9. TGST-AP-05-NS02-STBD.pdf
10. Desiccant Requirement Table

### 3.2 Standards and Regulations

1. The following Coast Guard Standards and or Technical Bulletins must be adhered to in the course of executing this specification. Copies of these standards and bulletins can be obtained from the CCG Technical Authority.
  - a. Canadian Coast Fleet Safety Manual (DFO 5737)
2. Contractor must refer to General Notes for any other applicable standards and regulations.

### 3.3 Owner Furnished Equipment

Unless otherwise stated, all materials, labour, and equipment required to complete all requirements of this specification must be Contractor Supplied. CGTA will provide contractor with a slugging wrench for the fit up and Bluing on the Muff coupling

## **4: PROOF OF PERFORMANCE:**

### 4.1 Inspection

1. All Inspections, testing, and certification is outlined in the General Notes above.

### 4.2 Testing

1. See above.

### 4.3 Certification

1. See above.

## 5: DELIVERABLES:

### 5.1 Reports, Drawings, and Manuals

#### 1. Deliverables

Deliverable #	Specification Section 2.1 Paragraph reference	Description	CGTA Signature	Contractor Signature	Date
1	3	Red line drawings of Hudson Sterntube Tailshaft Assembly & Details			
2	6	Copy of certification of Level 2 NDT technician			
3	6	NDT results			
4	7	Shaft and muff coupling inner bore taper measurement results			
5	13	Run-out test reading			
6	15	Shaft diameter reading			
7	16	Taper Transition verification report			
8	17	Taper fit end check and blue test report			
9	21	TBI Sealhigor Seal fit verification			
10	22 - 23	Spark/Hi-Pot test results			
11	24 - 29	Protection and delivery of shaft to warehouse			
12	24	Complete Drawing of shaft and Muff coupling in completed condition			
13		Final Report			

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## 2. Milestone chart with Signatures

Milestone number	Specification Paragraph reference	Description for advance notice and inspection prior to further work	CGTA Signature	Contractor Signature	Date
1	8 - 9	Clean inspection state			
2	11 - 12	Means of protecting shaft			
3	13	Run-out reading			
4	17 - 18	Blue fit test			
5	22	Spark / Hi-Pot test			
6	27	Advance notice period to transit			

5.2 Spares  
N/A  
5.3 Training  
N/A

**ANNEX "B"**

**BASIS OF PAYMENT**

The Financial Evaluation is comprised of the sum totals evaluated price indicated in the mandatory and optional tables below. The **bidder must bid on line items 1 through 5** in order to be considered for contract award.

The bidder must submit firm prices in Canadian dollars, customs duties included and applicable taxes extra. Delivery is Delivered Duty Paid (DDP) Incoterms 2010. The contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including payment of customs duties and taxes to the destination.

**Mandatory - Price Table**

Item	Work Description	Unit of Issue (A)	Estimated Quantity (B)	Price per Unit (C)
1	<b>Price for the Inspection of the Tailshaft</b> as per Annex A, Statement of work (2.1.1 to 2.1.14).	EA	1	\$
2	<b>Tailshaft Delivery (to and from contractor's facility)</b> Delivery DDP Incoterms 2010 (CFB Shearwater, Dartmouth, NS)	LS	1	\$
3	<b>Muff Coupling Delivery (to and from contractor's facility)</b> Delivery DDP Incoterms 2010 (CCG Warehouse 05C, 13 Akerley Blvd., Dartmouth, NS)	LS	1	\$
<b>Evaluated Price = Sum Total of (C) 1 to (C) 3: \$</b>				<b>HST extra</b>

**Optional - Price Table**

Item	Work Description	Unit of Issue (A)	Estimated Quantity (B)	Price per Unit (C)
4	Hourly rates for machining and handling in the workshop ( <b>final price to be prorated according to the actual number of hours expended</b> )  1. Machining: _____\$/hour x 50 hours = \$_____  2. Handling: _____\$/hour x 10 hours = \$_____  Total (Bullet 1 + 2) \$_____ (Place total line item in column "C")			\$

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5	<b>Price for the refurbishment</b> of the Tailshaft as per Annex A, Statement of Work (2.1.15 to 2.1.27). <b>(Exclude amount from Line item 4).</b>	EA	1	\$
<b>Evaluated Price = Total of (C) 4 to (C) 5: \$ _____ HST extra</b>				

**ANNEX C**

**Mandatory Technical Evaluation Criteria**

Bidders are requested to provide below to identify your firm's indication of "Compliant" will be considered as certification that the requirement is met. Canada reserves the right to verify any and all information relating to mandatory requirements. Mandatory Requirements found **not** to be met will result in a non-compliant bid, and if found after contract award, may result in the **termination** of the contract.

*(To be completed by Bidder)*

Minimum Mandatory Requirements	Cross Reference Page #	Met / Not Met
Contractor must have access to a metal working lathe that has the capability to turn the shaft and support its length without incurring damage by grooving. <b>Contractor shall provide documentation to PSPC that certifies the intended lathe is capable of performing the task.</b> Length overall =402.625 inches Diameter = 14.938 inches Estimated Weight = 9200 Kilograms		
Contractors bid must include shipping of the Tailshaft and Muff Coupling to and from: <ul style="list-style-type: none"> <li>• CFB Shearwater, Dartmouth, NS (Tailshaft)</li> <li>• CCG Warehouse, 05C, 13 Akerley Blvd. Dartmouth, NS (Muff Coupling)</li> </ul>		

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## **ANNEX “D” to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

*As indicated in Part 3, clause 3.1.2, the Bidder must identify which electronic payment instruments they are willing to accept for payment of invoices.*

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

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

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**ANNEX "E"**

**Integrity Provisions – Required Documentation**

Offeror's List of Directors and/or Owners' Surnames and Given Names below. Please provide a list of names of all individuals who are currently Directors in accordance with Part 5 – CERTIFICATION.

Directors: Please print clearly

Given Name(s)	Surname	Given Name(s)	Surname

**Attach additional names on a separate sheet if required.**