



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

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

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Vehicles & Industrial Products Division  
11 Laurier St./11, rue Laurier  
7A2, Place du Portage, Phase III  
Gatineau, Québec K1A 0S5

<b>Title - Sujet</b> School bus, 44 passengers	
<b>Solicitation No. - N° de l'invitation</b> W8476-195927/A	<b>Date</b> 2018-06-27
<b>Client Reference No. - N° de référence du client</b> W8476-195927	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HP-923-75039	
<b>File No. - N° de dossier</b> hp923.W8476-195927	<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 2018-08-07</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Martin, Erik	<b>Buyer Id - Id de l'acheteur</b> hp923
<b>Telephone No. - N° de téléphone</b> (873) 469-3318 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<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/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>          <b>Signature</b>          <b>Date</b>	

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Requirement**

Canada is seeking proposals to procure:

**1.1.1** Twelve (12) school buses and ancillary items as described in Annex "A" - Pricing and in accordance with Annex "B"- Purchase Description – School bus.

**1.1.2** Irrevocable options identified in Annex "A"- Pricing.

**1.1.2.1** The options may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

**1.1.2.2** The options may be exercised in whole or in part and on more than one occasion at the sole discretion of Canada, up to the maximum quantity identified in Annex "A"- Pricing.

**1.1.2.3** The options may be exercised within twelve (12) months after contract award.

### **1.2 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation. Bidders should make the request to the Contracting Authority within 15 working days of receipt of notification that their bid was unsuccessful. The debriefing may be provided in writing, by telephone or in person.

### **1.3 Trade Agreements**

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).

### **1.4 Canadian Content**

The requirement is subject to a preference for Canadian Goods and/or services.

### **1.5 Phased Bid Compliance Process**

The Phased Bid Compliance Process applies to this procurement.

## **PART 2 - BIDDER INSTRUCTIONS**

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

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

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

The 2003 (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

**Delete:** sixty (60) days

**Insert:** ninety (90) days

### **2.2 Submission of Bids**

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

### **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted to the Contracting Authority no later than seven (7) 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 to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

## **2.4 Applicable Laws**

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

## **2.5 Improvement of Requirement during Solicitation Period**

Should bidders consider that the specifications, Statement of Work or Purchase Description contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least seven (7) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

## **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  
Section IV: Additional Information

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 (1 hard copy)  
Section III: Certifications (2 hard copies)  
Section IV: Additional Information (2 hard copies)

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 (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). 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.

Bidders should complete and submit with their bid the following;

- Appendix "1" - Technical Information Questionnaire – School Bus

### 3.1.1 Substitute and Alternatives

Bidders may propose substitutes and alternatives where **equivalent** is indicated in the technical requirement description (Purchase Description/Statement of Requirement/Statement of Work). Offerors / suppliers are encouraged to offer or suggest green solutions whenever possible.

1. Substitutes and alternatives that are equivalent in form, fit, function and performance will be considered for acceptance by the Technical Authority where the Bidder:
  - (a) Clearly identifies a substitute and/or an alternative;
  - (b) Designates the brand name, model and/or part number of the substitute and/or of the product, where applicable;
  - (c) States that the substitute product is fully interchangeable with the item specified in the technical requirement description;
  - (d) Provides complete specifications and brochures, where applicable;
  - (e) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
  - (f) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.



2. Substitutes and alternatives offered as equivalent in form, fit, function and performance will not be considered for acceptance by the Technical Authority if:
  - (a) The bid fails to provide all of the information requested to allow the Technical Authority to fully evaluate the evaluate the equivalency; or
  - (b) The substitute and/or the alternative fail to meet or fail to exceed the technical requirements specified in the technical requirement description.

## **Section II: Financial Bid**

Bidders must submit their bid in accordance with the Basis of Payment specified in Part 6 and Annex A - Pricing.


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


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

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

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

### **3.1.3 Exchange Rate Fluctuation Risk Mitigation**

1. The Bidder may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Bidder claims for an exchange rate adjustment, this request must be clearly indicated in the bid at time of bidding. The Bidder must submit form [PWGSC-TPSGC 450](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/450-eng.html)  (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/450-eng.html>), Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.
2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.

3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
4. At time of bidding, the Bidder must complete columns (1) to (4) on form PWGSC-TPSGC 450  (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/450-eng.html>), for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Bidder will not be accepted for the purposes of this exchange rate fluctuation provision.

### **Section III: Certifications**

Bidders must submit the certifications required under Part 5 - Certifications.

### **Section IV Additional Information**

Canada requests that bidders submit the following information:

#### **3.1.4 Delivery**

##### **Firm Quantity**

While delivery of the vehicles is requested by December 28, 2018, the best delivery that can be offered is as follows:

Item 001 – One (1) School Bus (London, ON) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 002 – One (1) School Bus (Toronto, ON) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 003 – One (1) School Bus (Ottawa, ON) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 004 – One (1) School Bus (Montreal, QC) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 005 – One (1) School Bus (Valcartier, QC) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 006 – One (1) School Bus (Halifax, NS) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 007 – One (1) School Bus (St-John, NL) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 008 – One (1) School Bus (Winnipeg, MB) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 009 – One (1) School Bus (Calgary, AB) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 010 – Two (2) School Buses (Borden, ON) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

Item 011 – One (1) School Bus (Esquimalt, BC) and related items will be delivered within \_\_\_\_\_ calendar days from the effective date of the contract.

### **Optional Quantity**

If an option is exercised, the best delivery that can be offered is as follows:

Item 012 – Up to Twelve (12) School Buses and ancillary items will be delivered within \_\_\_\_\_ calendar days after an option is exercised.

## **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.
- c) The evaluation team will determine first if there are two (2) or more bids with a valid Canadian content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.
- d) Canada will use the Phased Bid Compliance Process described below.

#### **4.1.1 Phased Bid Compliance Process**

##### **4.1.1.1 (2017-11-03) General**

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY

REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE. THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS

BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.
- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2018-05-22) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).
- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

#### **4.1.1.2 (2018-03-13) Phase I: Financial Bid**

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the

bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.

- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (d) For Bids other than those described in c), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- (e) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- (f) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.
- (g) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, **only** that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.

- (h) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

#### **4.1.1.3 (2018-03-13) Phase II: Technical Bid**

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- (d) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional

information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the

Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.

- (e) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.
- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, **only** that part of the original Bid as is permitted in this Section.



- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase or decrease any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid
- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

#### **4.1.1.4 (2018-03-13) Phase III: Final Evaluation of the Bid**

- (a) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

#### **4.1.2 Technical Evaluation**

##### **4.1.2.1 Mandatory Technical Evaluation Criteria**

- a) Bidders must demonstrate their compliance with all technical evaluation criteria detailed in Appendix 1 - Technical Information Questionnaire, by providing substantial information describing

completely and in detail how each requirement is met or addressed. Simply repeating the statement contained in the bid solicitation is not sufficient.

- b) Bidders proposing substitutes and/or alternatives must submit, with their bid all the information requested as detailed in Part 3, section 2 - Substitutes and Alternatives to be considered for evaluation.

#### **4.1.3 Mandatory Financial Evaluation Criteria**

**4.1.3.1** Bidders must provide, with their bid, the financial information requested in the bid solicitation and at Annex A - Pricing for items 001 to 014 inclusively.

**4.1.3.2** The prices of the bid Bids must be in Canadian dollars, DDP Delivered Duty Paid at destination, Incoterms 2000, for the firm quantities for items 001 to 011 and optional quantity of item 012, Canadian dollars for familiarization instructions/training (option) item 013 and item 014. Canadian Custom Duties and Excise Taxes included where applicable, and Applicable Taxes are extra.

##### **4.1.3.3 Aggregate Evaluated Price**

Bids will be evaluated on an aggregate price basis for the firm quantity, the optional quantity and the familiarization instructions/training (option).

**4.1.3.4** To determine the total price for the firm quantity, calculation will be as follows:

- a) The firm unit price for the firm quantity will be multiplied by their identified estimated quantities.

**4.1.3.5** Since the optional quantities are to be exercised by provinces, the firm unit price for the optional quantity will be averaged.

To determine the average price for the optional quantities, calculation will be as follows:

- a) The firm unit price for the optional quantity for each province identified will be added; and
- b) The sum will be divided by five (5).

**4.1.3.6** The firm unit price for the English and French familiarization instructions/training (option) will be averaged.

To determine the average price for the familiarization/training (option), calculation will be as follows:

- a) The firm unit price for the English and French familiarization/Instructions/training (option) will be added; and
- b) The sum will be divided by two (2).

**4.1.3.7** To determine the aggregate evaluated price for the firm quantity, optional quantity and the familiarization instructions/training (option), calculation will be as follows:

- a) The average price for the optional quantity obtained in 4.1.2.5 (b) above will be multiplied by the total estimated optional quantity identified;
- b) The average price for the familiarization instructions/training (option) obtained in 4.1.2.6 (b) above will be multiplied by the total estimated optional quantity identified; and
- c) The result will be added to the total price for the firm quantity obtained in 4.1.2.4 (a) above.

### **4.3 Basis of Selection**

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical and financial evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated aggregate 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.

#### 5.1.2 Canadian Content Certification

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the bid solicitation, bidder acknowledge that only bids with a certification that the good(s) offered are Canadian goods, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the good(s) offered being treated as non-Canadian goods.

The Bidder certifies that:

( ) the good(s) offered are Canadian goods as defined in paragraph 1 of clause [A3050T](#).

### **5.1.2.1 SACC Manual Clause A3050T (2014-11-27) Canadian Content Definition.**

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

### **5.2.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the Employment and Social Development Canada (ESDC) - Labour's website (<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.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed Annex "D" titled "Federal Contractors Program for Employment Equity – Certification", before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

### **5.2.3 Additional Certifications Precedent to Contract Award**

The certifications listed below should be completed and submitted with the bid, but may be submitted afterwards. If any of these required certifications 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 comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive

#### **5.2.3.1 Product Conformance**

The Bidder certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the contract, to all technical specifications of the purchase description(s).

This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

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Bidder's authorized representative signature

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Date

#### **5.2.3.1 Clause D5540C "ISO 9001:2008 - Quality Management Systems (QAC Q)" – Certification – For items 001 to 012 inclusively.**

The Bidder certifies that it meets, and will continue to meet throughout the duration of the contract, all requirements of clause D5540C "ISO 9001:2008 - Quality Management Systems (QAC Q)" found in Part 6.

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Bidders' Authorized Representative Signature

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Date

#### **5.2.3.3 General Environmental Criteria Certification**

The Bidder must select and complete one of the following two certification statements.

- e) The Bidder certifies that the Bidder is registered or meets ISO 14001.

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Bidders' Authorized Representative Signature

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Date

**Or**

- f) The Bidder certifies that the Bidder meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

The Bidder must indicate which four (4) criteria, as a minimum, are met.

<b>Green Practices within the Bidders' organization</b>	<b>Insert a checkmark for each criterion that is met</b>
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

\_\_\_\_\_  
Bidders' Authorized Representative Signature

\_\_\_\_\_  
Date

## **PART 6 - RESULTING CONTRACT CLAUSES**

### **6.1. Requirement**

**6.1.1** The Contractor must deliver twelve (12) School Buses and ancillary items as described in Annex "A" - Pricing and in accordance with Annex "B"- Purchase Description – School Bus.

**6.1.2** The Contractor grants to Canada irrevocable options identified in Annex "A"- Pricing.

**6.1.2.1** The options may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

**6.1.2.2** The options may be exercised in whole or in part and on more than one occasion at the sole discretion of Canada, up to the maximum quantity identified in Annex "A"- Pricing.

**6.1.2.3** The options may be exercised within Twelve (12) months after contract award.

### **6.2. 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>) issued by Public Works and Government Services Canada.

#### **6.2.1 General Conditions**

2010A (2018-06-21) General Conditions - Goods (Medium Complexity), apply to and form part of the contract.

### **6.3. Term of Contract**

#### **6.3.1 Delivery of the Vehicles**

##### **6.3.1.1 Firm Quantity**

Delivery date of the vehicles must be made as follows:



Item 001 (London, ON) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 002 (Toronto, ON) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 003 (Ottawa, ON) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 004 (Montreal, QC) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 005 (Valcartier, QC) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 006 (Halifax, NS) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 007 (St-John, NL) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 008 (Winnipeg, MB) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 009 (Calgary, AB) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 010 (Borden, ON) – Two (2) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

Item 011 (Esquimalt, BC) – One (1) School Bus and ancillary items must be delivered on or before \_\_\_\_\_ *(Date to be inserted by PWGSC the Contracting Authority at time of contract award.)*

### 6.3.1.2 Option Quantity

Item 012 – Up to Twelve (12) School Buses and ancillary items to be delivered within \_\_\_\_\_ calendar days after an option is exercised. *(Days to be inserted by PWGSC the Contracting Authority at time of contract award.)*

## 6.4. Authorities

### 6.4.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Erik Martin  
Title: Supply Specialist  
Organization: Public Works and Government Services Canada - Acquisitions Branch  
LEFT Directorate, HP Division,  
7A2, Place du Portage, Phase 3, 11 Laurier Street,  
Gatineau Quebec, K1A 0S5  
Telephone: 873 469-3318  
E-mail: erik.martin@pwgsc-tpsgc.gc.ca

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

### 6.4.2 Procurement Authority

The Procurement Authority for the Contract is:

Name: \_\_\_\_\_ *(To be inserted by PWGSC at time of contract award.)*  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
E-mail: \_\_\_\_\_

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters

identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

#### **6.4.3 Technical Authority:**

The Technical Authority for the Contract is:

Name: \_\_\_\_\_ (To be inserted by PWGSC at time of contract award.)  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
E-mail: \_\_\_\_\_

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

#### **6.4.4 Quality Assurance Authority**

The National Defence Quality Assurance Authority is:

Name: \_\_\_\_\_ (To be inserted by PWGSC at time of contract award.)  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
E-mail: \_\_\_\_\_

DQA is the Quality Assurance Authority of the Department of National Defence for whom the work is being carried out under this Contract. DQA is responsible to monitor the Supplier's Quality Management System to provide confidence that the Supplier has the ability to fulfill the quality requirements in the contract.

### 6.4.5 Contractor's Representative

Name and telephone number of the person responsible for:

#### General enquiries

Name: \_\_\_\_\_ (To be completed by the bidder.)

Title: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_

E-mail: \_\_\_\_\_

#### Delivery follow-up

Name: \_\_\_\_\_ (To be completed by the bidder.)

Title: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_

E-mail: \_\_\_\_\_

### 6.4.6 After Sales Service

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs and a full range of repair parts for the vehicle/equipment offered:

#### Item 001 (London, ON)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

#### Item 002 (Toronto, ON)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

#### Item 003 – (Ottawa, ON)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 004 (Montreal, QC)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 005 (Valcartier, QC)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 006 (Halifax, NS)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_ km

**Item 007 (St-John, NL)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_km

**Item 008 (Winnipeg, MB)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_km

**Item 009 (Calgary, AB)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_km

**Item 010 (Borden, ON)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_km

**Item 011 (Esquimalt, BC)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Distance between the delivery location and the dealer and/or agent: \_\_\_\_\_km

**6.5. Payment**

**6.5.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm price(s) specified in Annex "A" - Pricing, and as follows:

#### **6.5.1.1 Basis of Payment (BOP) Type 1**

Firm unit prices in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision (as applicable). *(delete if the bidder does not request the exchange rate fluctuation)*

#### **6.5.1.2 Basis of Payment (BOP) Type 2**

Firm unit prices in Canadian dollars, including Canadian Custom Duties and Excise Taxes included where applicable, and applicable Taxes are extra.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision (as applicable). *(delete if the bidder does not request the exchange rate fluctuation)*

#### **6.5.1.3 Basis of Payment (BOP) Type 3**

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive (<http://www.njc-cnm.gc.ca/directive/d10/v238/en>), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Technical Authority. All payments are subject to government audit.

When requested by Canada, the Contractor must provide an estimated cost and relevant information for the travel and living.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision (as applicable). *(delete if the bidder does not request the exchange rate fluctuation)*

## 6.5.2 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)

## 6.5.3 SACC Manual Clauses

C6000C	Limitation of price	2017-08-17
H1001C	Multiple Payments	2008-05-12
C3015C	Exchange rate fluctuation adjustment	2017-08-17

## 6.6 Invoicing Instructions

**6.6.1** The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed. Offerors /suppliers are requested to provide invoices in electronic format unless otherwise specified by the Contracting Authority or Project Authority, thereby reducing printed material.

Each invoice must be supported by:

- (a) a copy of the release document and any other documents as specified in the Contract.

**6.6.2** Invoices must be distributed as follows:

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

National Defence Headquarters  
Mgen George R. Pearkes Bldg  
101 Colonel By Drive  
Ottawa, Canada  
K1A 0K2

Attention: DLP \_\_\_\_\_



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

### **6.6.3 Holdback**

A ten percent (10%) holdback will apply on the total price of each vehicle (items 001 to 012) on any due payment of the said vehicle/equipment. Release of the holdback (10%) is conditional upon receipt and certified acceptance by inspection authority of the said vehicle and all ancillary items as identified in Annex "A" - Pricing.

Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Taxes payable as it was claimed and payable under the previous invoice.

- (a) The original and one (1) copy of the invoice for the holdback must be forwarded to the Procurement Authority identified under the section entitled "Authorities" of the Contract.
- (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## **6.7. Certifications**

### **6.7.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

### **6.7.2 SACC Manual Clauses**

A3060C Canadian Content Certification 2008-05-12 (if applicable)

### **6.7.3 Federal Contractors Program for Employment Equity - Default by the Contractor**

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](https://www.canada.ca/en/employment-)" list (<https://www.canada.ca/en/employment->

social-development/programs/employment-equity/federal-contractor-program.html#s4)  
The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

## 6.8 Applicable Laws

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

## 6.9 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) 2010A (2018-06-21) General Conditions - Goods (Medium Complexity);
- (c) Annex "A" - Pricing;
- (d) Annex "B" - Purchase Description – School Bus;
- (e) Appendix 1 - Technical Information Questionnaire – School Bus;
- (f) Annex "D", Federal Contractors Program for Employment Equity – Certification;
- (g) the Contractor's bid dated \_\_\_\_\_

## 6.10 SACC Manual Clauses

A1009C	Work Site Access	2008-05-12
A9006C	Defence Contract	2012-07-16
A9049C	Vehicle Safety	2011-05-16
A9062C	Canadian Forces Site Regulations	2011-05-16
C2800C	Priority Rating	2013-01-28
C2801C	Priority Rating - Canadian-based Contractors	2017-08-17
D3010C	Delivery of Dangerous Goods / Hazardous Products	2016-01-28
D5510C	Quality Assurance Authority (Department of National Defence) - Canadian-based Contractor	2017-08-17
D5515C	Quality Assurance Authority (DND) - Foreign-based and United States Contractor	2010-01-11
D5545C	ISO 9001:2000 - Quality Management Systems - Requirements (QAC C)	2010-08-16
D5604C	Release Documents - Foreign based Contractor	2008-12-12
D5605C	Release Documents - US based Contractors	2010-01-11
D5606C	Release Documents - Canadian-based Contractors	2012-07-16
D9002C	Incomplete Assemblies	2007-11-30

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G1005C	Insurance	2016-01-28
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## 6.11 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.

## 6.12 Preparation for Delivery

The vehicle / equipment must be serviced, adjusted and delivered in condition for immediate use. The interior and exterior must be cleaned before leaving the factory and being released to inspection authority or consignee personnel at the final delivery location.

The fuel tanks must be at least half full prior to release of the vehicle(s) to inspection authority or consignee.

## 6.13 Shipping Instructions - Delivery at Destination

**6.13.1** The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (as detailed at Annex "A"- Pricing). Unless otherwise directed, delivery must be made by the most economical means. Shipping charges must be shown as a separate item on the Contractor's invoice. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and taxes.

**6.13.2** The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the contacts specified in Annex "A"- Pricing. The consignee may refuse shipments when prior arrangements have not been made.

## 6.14 Release Documents - Distribution

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: \_\_\_\_\_
- 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](mailto:ContractAdmin.DQA@forces.gc.ca).*

NOTE: For into-plane refuelling contracts b, c and d above are not required

### **6.15 Post-Contract Award Meeting/Pre-Production Meeting**

Within ten (10) calendar days from the effective date of the Contract, the Contractor must contact the Contracting Authority to determine if a post-contract award meeting is required. A meeting will be convened at the discretion of the Technical Authority after contract award to review technical and contractual requirements. The Contractor shall be responsible for the preparation and distribution of the minutes of meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Contractor's facilities or at the Department of National Defence facility or via teleconference, at Canada's discretion at no additional cost to Canada, with representatives of the Contractor, the Department of National Defence and Public Works and Government Services Canada.

### **6.16 Progress Reports**

The Contractor must submit monthly reports, in electronic format, on the progress of the Work, to both the Technical Authority and the Contracting Authority.

Each progress report must address the following questions:

- (a) Is the delivery on schedule?
- (b) Is the Contract free of any areas of concern in which the assistance or guidance of Canada may be required?

(c) Each negative response must be supported with an explanation.

## **6.17 Tools and Loose Equipment**

For shipment verification, all items and tools, which are shipped loose with the vehicle/equipment must be listed on the Inspection Certificate (CF 1280) or on an attached packing note.

## **6.18 Material**

Material supplied must be new unused and of current production by manufacturer. (2018 model-year or newer).

## **6.19 Design Changes**

The "Design Change, Design Deviation and Waiver Procedure" as defined in National Defence Standard D-02-006-008/SG-0001 must apply.

## **6.20 Interchangeability**

Unless changes during the production run are authorized by Contracting Authority, all vehicles supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

## **6.21 Packaging**

The methods used for preservation and packaging must be in conformity with the Contractor's normal standard for domestic shipment or, if necessary, with standards for overseas shipment as below deck cargo.

## **6.22 Service at Delivery**

The Contractor must send a Service Representative to each delivery destination to perform the assembly/preparation on all vehicles delivered. Cost to provide this service must be included in the price of each vehicle.

## **6.23 Vehicle Recall Notices**

All vehicle recall notices must be forwarded to:

National Defence Headquarters  
MGen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, Ontario K1A 0K2

Solicitation No. - N° de l'invitation  
W8476-195927/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur  
hp923

Client Ref. No. - N° de réf. du client

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

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Attention: *(designation and name of TA to be inserted by PWGSC at contract award)*

## **ANNEX "A" - PRICING**

### **Item 001 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

ASU LONDON  
Major Equipment Section  
CAPTAIN NEAL LOGISTIC  
BLDG 134  
701 OXFORD ST. EAST  
LONDON ON N5Y 4T7  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)

### **Item 002 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

ASU Toronto  
Major Equipment Section

LCol George Taylor Dennison III Armoury  
1 Yukon Lane  
TORONTO ON M3K QA1  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)

### **Item 003 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

CFSU Ottawa Supply  
Major Equipment Section  
Building 346  
Uplands Site  
OTTAWA ON K1A OK5  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)



#### **Item 004 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in French in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

CFB Montreal  
Section Equipment Majeur  
Batisse 7 Sud  
6363 Notre-Dame Est  
MONTREAL QC H1N 3V9  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)

#### **Item 005 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in French in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

BFC USS VALCARTIER  
Section d'équipement majeur  
BAT. 188 (PON COMB)  
GARNISON VALCARTIER  
COURCELETTE QC GOA 4ZO

## CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)

### Item 006 School Bus (Firm Quantity)

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

CFB SUP HALIFAX  
Major Equipment Section  
Main supply building  
3367 Windsor Street  
Willow Park, bldg. 57  
HALIFAX NS B3K 5X5  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)

### **Item 007 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

CFS ST JOHNS NL  
Major Equipment Section  
Pleasantville Bldg 206  
ST JOHN NF A1C 685  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)

### **Item 008 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

17 WG WINNIPEG  
Major Equipment Section  
17 Wing Winnipeg, Bldg 129  
Logistics Bldg, Door 13  
WINNIPEG MB R3J 3Y5  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)

#### **Item 009 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

ASU Calgary Supply  
Major Equipment  
General Sir Arthur Currie Bldg 4225  
CROWCHILD TRAIL SW  
CALGARY AB T3E 1TB  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)

#### **Item 010 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts

kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Buses and ancillary items must be delivered to:

CFB BORDEN  
Major Equipment Section  
Bldg 0-111  
BORDEN ON LOM 1CO  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: Two (2)

#### **Item 011 School Bus (Firm Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

The School Bus and ancillary items must be delivered to:

CFS ESQUIMALT  
Major Equipment Section  
Building 1127  
Work Point Barracks  
VICTORIA BC V9A 7N2  
CANADA

Delivery contact: \_\_\_\_\_ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: \_\_\_\_\_ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ \_\_\_\_\_ per vehicle, including all equipment and ancillary items, in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: One (1)

#### **Item 012 (Optional Quantity)**

The Contractor must deliver the vehicle/equipment including the sample manuals, a digital version of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, line setting ticket, special tools list and familiarization training in English in accordance with the attached Annex "B" - Purchase Description – School Bus.

##### **For Destinations in British Columbia;**

Firm unit price of \$ \_\_\_\_\_ per vehicle/equipment in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

##### **For Destinations in Alberta and Saskatchewan;**

Firm unit price of \$ \_\_\_\_\_ per vehicle/equipment in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

##### **For Destinations in Manitoba;**

Firm unit price of \$ \_\_\_\_\_ per vehicle/equipment in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

##### **For Destinations in Ontario and Quebec;**

Firm unit price of \$ \_\_\_\_\_ per vehicle/equipment in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

##### **For Destinations in New Brunswick and Nova Scotia;**

Firm unit price of \$ \_\_\_\_\_ per vehicle/equipment in accordance with Basis of Payment Type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: Up to twelve (12)

#### **Item 013 Familiarization instructions/training - English (Option)**

If this option is exercised, the Contractor must provide familiarization instruction/training, in accordance with the attached Annex "B" - Purchase Description – School Bus.

Firm unit price of \$\_\_\_\_\_ in accordance with Basis of Payment Type 2(as detailed at Clause 6.5.1 Basis of Payment).

Quantity: Up to twelve (12)

**Item 014 Familiarization instructions/training - French (Option)**

If this option is exercised, the Contractor must provide familiarization instruction/training, in accordance with the attached Annex "B"- Purchase Description – School Bus

Firm unit price of \$\_\_\_\_\_ in accordance with Basis of Payment Type 2(as detailed at Clause 6.5.1 Basis of Payment).

Quantity: Up to twelve (12)

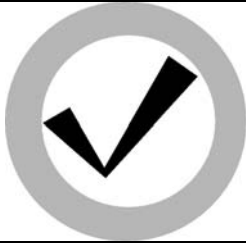
**Item 015 Travel and Living for Familiarization Instruction/Training (Option)**

***(Item 015 will not be included in the financial evaluation)***

All travel must have the prior authorization of the Technical Authority. All payments are subject to government audit.  
When requested by Canada, the Contractor must provide an estimated cost for the travel and living.

Estimated cost: \$\_\_\_\_\_ *(to be inserted by PWGSC if an option is exercised)* Familiarization Instruction/Training, for Travel and Living expenses, Delivered Duty Paid at destination, in accordance with Clause 6.5.1, Basis of Payment Type 3.

Quantity: Up to twelve (12)



**NOTICE**

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

**AVIS**

Cette documentation a été révisée par l'Autorité technique et ne contient pas de marchandises contrôlées.

**ANNEX "B"**

**PURCHASE DESCRIPTION**

**FOR**

**SCHOOL BUS**

**1. SCOPE**

1.1 **Scope** - This purchase description describes the requirements for a 44 passenger conventional school bus. The bus will be used to transport up to 44-adult passengers distances up to 200 kilometres.

1.2 **Instructions** - The following instruction apply to this Purchase Description.

- (a) Requirements, which are identified by the word "**must**", are mandatory. Deviations will not be permitted;
- (b) Requirements identified with a "will" define actions to be performed by Canada and require no action/obligation on the Contractor's part;
- (c) Where "**must**" or "will" are not used, the information supplied is for guidance only;
- (d) Where a standard is specified and the Contractor has offered an **Equivalent**, that **Equivalent** standard **must** be supplied by the Contractor;
- (e) Where a technical certification is referred to in this Purchase Description, a copy of the certification or an acceptable Proof of Compliance **must** be supplied, when requested by the **Technical Authority** up until the date of the expiration of the warranty period;
- (f) While the SI system **must** be used as the primary system of measurement to define requirements of this Purchase Description, both the SI system and the standard system for this product may be indicated. Conversion from one system of measurement to the other may not be exact; and
- (g) Dimensions stated as nominal **must** be treated as approximate dimensions. Nominal dimensions reflect a method by which materials or products are generally identified for sale commercially, but which differ from the actual dimensions.

**1.3 Definitions**

- (a) "**Provided**" means "provided and installed";

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**OPI DSVPM 4 - DAVPS 4**

Issued on Authority of the Chief of the Defence Staff

Publiée avec l'autorisation du chef d'état-major de la Défense



- (b) "**Technical Authority**" means the official responsible for the technical content of this requirement;
- (c) "**Equivalent**" means a standard, means, or component type, which the **Technical Authority** has approved for this requirement as meeting the specified requirements for fit, form, function and performance;
- (d) "**Commercially Equipped**" means that the vehicle is provided in its standard commercial configuration with no additional government-specific requirements; and
- (e) "**Curb Weight**" (**CW**) means the weight of the fully equipped vehicle. The curb weight includes the cab and chassis, all attached accessories, equipment, fuel, lubricant and coolants. The **Curb Weight** does not include the **Payload**, the weight of the driver/passenger(s) or their personal kit and equipment.

1.4 **Data Table** - The following table shows the bus minimum required performance.

CHARACTERISTIC	PARAGRAPH	UNITS	
CAPACITY	3.7.2 (a)	Litres	375
ALTERNATOR	3.14 (a)	Amperes	270
CCA	3.14 (b)	Amperes	2,300 Total

2. **APPLICABLE DOCUMENTS** - The following documents are referenced in this Purchase Description. Canada will not be supplying any reference documents. Available information on the organization is supplied.

SAE Standards

SAE World Headquarters  
400 Commonwealth Dr.,  
Warrendale, PA, 15096-0001  
<http://www.sae.org>

Canada Motor Vehicle Safety Act

Government of Canada / Transport Canada,  
<http://www.tc.gc.ca/eng/act-regulations/regulations-crc-c1038htm>

### 3. REQUIREMENTS

#### 3.1 Standard Design

- (a) The vehicle **must** be the latest model from a manufacturer who has demonstrated acceptability by selling this type and size class of vehicle for at least five (5) years;
- (b) The vehicle **must** include all components, equipment and accessories normally supplied for this application, although they may be not specifically described in this Purchase Description;
- (c) The vehicle **must** have engineering certification available for this application from the original manufacturers of major equipment, systems and assemblies;
- (d) The vehicle **must** conform to all applicable laws, regulations and industrial standards in effect in Canada at the time of manufacture. The regulatory areas may include but are not necessarily limited to manufacturing, health and safety, noise levels, environment and emissions; and
- (e) The vehicle and accessories **must** operate in accordance with all original equipment manufacturers' (OEM) rated capacities and performance specifications.

#### 3.2 Operating Conditions

3.2.1 Weather - The vehicle **must** start and operate under the extremes of weather conditions found in Canada in temperatures ranging from -40 to 40°C.

3.2.2 Terrain - The vehicle **must** operate in all-weather conditions on highways, secondary roads and gravel roads.

3.3 Vehicle Safety Regulations - The vehicle **must** meet the provisions of the Canada Motor Vehicle Safety Act.

3.4 Vehicle - The vehicle **must** be a conventional front engine school bus.

##### 3.4.1 Vehicle Performance

- (a) The vehicle **must** have a road speed of at least 105 km/h when operating fully loaded on a flat level road; and
- (b) The vehicle **must** have gradability at 90 km/h of at least 1.2 % when operating fully loaded.

##### 3.4.2 Payload

- (a) The vehicle **must** transport at least 44-seated adult passengers;
- (b) The vehicle **must** have a payload capacity of at least 100 kg for the vehicle driver; and
- (c) The vehicle **must** have a payload capacity of at least 100 kg per passenger transported.

3.4.3 Dimensions - The vehicle **must** have an interior headroom height at the interior centreline of at least 1,955 mm.

#### 3.5 Standard Vehicle

- (a) Body Type - The vehicle **must** accommodate for 44 adult passengers in forward facing seats;

(b) **Vehicle Body and Interior**

- i The vehicle **must** be provided with a tinted windshield;
- ii The vehicle **must** have a side window in the drivers area;

iii **Fans**

- 1. The vehicle **must** have two (2) adjustable fans to augment the windshield defrost system;
- 2. One fan **must** be located in the upper left hand corner of the windshield and the other located at the bottom of the windshield in the centre; and
- 3. Fans **must** be provided with blade guards.

iv **Windshield Wipers**

- 1. The vehicle **must** be provided with windshield wipers with at least 2 continuous speeds and one (1) intermittent speed; and
- 2. The windshield wipers **must** be provided with arctic wiper blades.

- v The vehicle **must** be provided with two pivoting interior sun visors;

- vi The vehicle **must** be provided with a fold-down, transparent tinted sun visor above the driver's side of the windshield;

vii **Windows**

- 1. All windows **must** be tinted thermo-pane safety glass (AS-2);
- 2. The passenger area **must** be provided with Upper T-Slide windows;
- 3. The side windows must be rattle proof;
- 4. The side windows must be waterproof and windproof when closed;
- 5. All windows must be fitted with latching devices; and
- 6. At least one (1) side window on each side **must** be a clearly labelled push out emergency exit window.

viii **Floors**

- 1. The vehicle **must** be provided with non-slip rubber floors and toe boards; and
- 2. The floor covering for the floor and steps **must** be **Equivalent** to Altro - Storm Grey.

- ix The driver's area **must** be provided with an interior light with a control switch;

- x The driver's area **must** be provided with a coat hook;

xi **Passenger Door**

1. The vehicle **must** be provided with an outward opening passenger access door on the right hand side behind the front axle;
2. The door opening **must** be provided with a header pad;
3. The door **must** be provided with thermal pane AS-2 safety glass side and curb windows;
4. The door **must** be air or electrically operated with the control accessible by a seated driver; and
5. The controls **must** include means to secure the door.

xii **Emergency Exit Door**

1. The vehicle **must** be provided with an emergency exit door at the rear; and
2. The emergency exit door **must** be provided with an audible warning device to indicate if the door is open.

xiii **Escape Hatch**

1. The passenger area **must** be provided with at least two (2) roof-mounted emergency escape hatch; and
2. The escape hatch **must** have an opening that is at least 580 mm square.

xiv **Luggage Racks**

1. The passenger area **must** be provided with overhead luggage racks strong enough to serve as a standee support; and
2. Nets or Equivalent **must** be provided to retain luggage in the overhead rack.

xv The vehicle **must** be provided with a handrail located on the right side of the entrance door to assist passengers entering and exiting the bus;

xvi **Divider**

1. The vehicle **must** be provided with a divider located behind the driver's seat; and
2. The divider **must** not interfere with the front passenger seat clearance.

xvii The vehicle **must** be provided with air horn(s) protected from snow clogging.

(c) **Vehicle Body Structure**

- i The vehicle body **must** be built in compliance with all commercial standards;
- ii The vehicle **must** be provided with a light-weight engine compartment door equipped with acoustical panels to reduce engine noise;

- iii The vehicle **must** be provided with a removable inner panels to allow access to the roof cap area;
- iv The passenger area **must** have a water resistant plywood flooring at least 15.8 mm thick; and
- v The vehicle **must** be provided with left and right removable mouldings to allow access to body wiring harnesses.

(d) **Vehicle Thermal and Acoustic Insulation**

- i The vehicle **must** be provided with insulation with an insulation value of at least R5 over all interior surfaces (except windows and doors);
- ii The vehicle **must** be provided with walls, ceiling and floor with a chemical and flame resistant insulation;
- iii The vehicle **must** be provided with acoustic insulation; and
- iv The vehicle **must** be provided with an insulated bulkhead separating the engine and interior passenger compartment in order to minimize vibration and noise.

(e) **Heating, Ventilation and Air Conditioning System**

- i The vehicle **must** be provided with a forced air heating, ventilation and air conditioning system;
- ii The system **must** include a control switch and temperature control;

iii **Passenger Heating System**

- 1. The passenger heating system **must** leave the aisle clear of obstructions; and
- 2. The passenger heating system **must** allow the use of the area underneath the seat in front of each passenger.

iv **Fuel-fired Heater**

- 1. The passenger heating system **must** be provided with an auxiliary fuel-fired forced-air heating system, which can operate when the engine is shut-down;
- 2. The fuel-fired heater **must** have an output of at least 10,000 kilocalories (40,000 BTU);
- 3. The fuel-fired heater **must** heat the engine coolant;
- 4. The fuel-fired heater **must** be provided with a timer and temperature controls;
- 5. The fuel-fired heater **must** draw its fuel from the engine fuel tank; and
- 6. The exhaust from the fuel-fired heater **must** be directed away from the vehicle.

- v The heater for the front of the bus, including the driver's area and the windshield defrosting system,

**must** have an output of at least 22,500 kilocalories (90,000 BTU);

vi The heater for the stepwell **must** have an output of at least 12,500 kilocalories (50,000 BTU); and

vii The passenger area **must** include heaters with a total output of at least 150,000 BTU;

viii **Air Conditioning System**

1. The vehicle **must** be provided with an air conditioning system; and

2. The air conditioning system **must** have an output of at least 22,500 kilocalories (90,000 BTU), of which at least 18,500 kilocalories (75,000 BTU) is used to cool the passenger area.

(f) **Driver's Seat**

i The vehicle **must** be provided with a six way high-back medium to dark coloured upholstered driver seat with lumbar support;

ii The seat **must** be provided with pivoting arm rests;

iii The seat **must** be air suspended;

iv The seat **must** be push button controlled using air from the vehicle air system; and

v The seat **must** be provided with a retractable shoulder/lap belt assembly.

(g) **Passenger Seating**

i Passengers **must** be provided with medium to dark vinyl forward facing bench seats;

ii Passenger seats **must** have a width of at least 910 mm;

iii Passenger seats **must** be the high back style, at least 1,065 mm high from the floor to the top of the backrest;

iv Passenger seating **must** be installed with a distance of at least 760 mm on the passenger side and a distance of at least 785 mm on the driver side;

v The distance **must** be measured from the rear of one backrest to the rear of the next; and

vi Each seat **must** be provided with a retractable lap belt assembly for the first row of seats.

(h) **Mirrors**

i The vehicle **must** be provided with two (2) mirrors with flat section having an area of at least 60,000 mm<sup>2</sup> each;

ii Each mirror **must** be provided with a convex mirror section, below the flat section, with an area of at least 15,000 mm<sup>2</sup> mounted;

iii Mirror glass **must** be replaceable;

- iv Both mirrors **must** be motorized and adjustable from within the cab;
- v Mirrors **must** be provided with heating systems;
- vi Mirror heating **must** be activated by an in-cab control;
- vii Heating elements **must** be replaceable;
- viii One cross-view stainless steel mirror mounted on the right front corner **must** be provided; and
- ix The driver's compartment **must** be provided with one interior, adjustable, rear view mirror positioned to allow the driver full view of the interior of the coach.

(i) **Backup Camera**

- i The vehicle **must** be provided with a backup camera;
- ii The camera **must** be provided with a camera mounted at the rear of the vehicle to allow visibility when the bus is being backed up;
- iii The camera **must** be positioned to provide optimal visibility; and
- iv A coloured monitor **must** be provided in the driver's area and positioned within easy view of the driver.

(j) **Destination Sign**

- i The vehicle **must** be provided with a front mounted digital display;
- ii The destination sign **must** be illuminated, if required, and glass enclosed;
- iii The destination sign **must** be preprogrammed with the name of the destination of initial delivery; and
- iv The destination sign **must** be programmable to display up to at least 6 different locations.

(k) **Under Body Luggage Compartments**

- i The vehicle **must** be provided with under body luggage compartments accessible from the side of the bus;
- ii The under body compartment **must** be provided with doors which swing upwards at least 135° to the fully open position;
- iii The doors **must** be provided with weatherproof seals;
- iv The doors **must** be provided with flush mounted, lockable, slam latches;
- v The doors **must** be provided with gas struts or an **Equivalent** to hold the doors in the fully open position;
- vi The under body compartment **must** be sprayed with X-Box Liner; and



- vii The floors of the under body compartments **must** be lined with tough perforated vinyl matting **Equivalent** to a Dry-Dek® vinyl flooring mat.

(1) **Radio & Speakers**

- i An AM/FM Compact-Disc combination radio **must** be provided;
- ii Four (4) premium quality speakers **must** be mounted in the passenger area in addition to the OEM radio speakers; and
- iii The radio must be equipped with volume and fader control for the speakers in the passenger area.

3.6 **Chassis** - The chassis **must** be reinforced at towing points and equipment mounting points.

3.6.1 **Axles**

- (a) The front axle capacity **must** be at least 4,536 kg; and
- (b) The rear axle capacity **must** be at least 9,526 kg.

3.6.2 **Suspension**

- (a) The vehicle **must** be provided with a (highway type) air suspension on the rear axle;
- (b) The front suspension capacity **must** be at least 4,536 kg;
- (c) The rear suspension capacity **must** be at least 9,526 kg;
- (d) The suspension system **must** be provided with shock absorbers at all wheel stations;
- (e) The vehicle **must** be provided with a no spin differential; and
- (f) The rear suspension system **must** be provided with an immediate response automatic height control valves;

3.7 **Engine** - The vehicle **must** be provided with at least 260 HP diesel engine.

3.7.1 **Engine Components**

- (a) The engine **must** be provided with an air filter;
- (b) The air filter **must** be a replaceable dry-type with at least two-stages;
- (c) The filter **must** be provided with a filter restriction gauge, mounted inside the vehicle, which is visible from the driver's position;
- (d) The engine **must** be provided with an engine coolant suitable for temperatures down to -40 degrees;
- (e) The engine **must** be provided with an exhaust system that directs the exhaust away from the vehicle; and
- (f) The cooling system **must** be provided with a thermostatic fan.

### 3.7.2 Fuel Reservoirs

- (a) The vehicle **must** have a fuel reservoir capacity of equal or more than that given as "CAPACITY" in the Data Table (paragraph 1.4); and
- (b) The fuel tank filler cap **must** be marked to identify the vehicle fuel.

### 3.7.3 Engine Cold Weather Aids

- (a) The engine **must** be provided with cold weather aids to enable the engine (operating with winter grade fuels/oils) to be started at temperatures down to -40° C. The engine starting aids may include but are not limited to: glow plug(s) and intake air grid heater;
- (b) The engine **must** be provided with 110-Volt engine block heaters with a capacity as recommended by the engine manufacturer or conforming to SAE J1310;
- (c) The battery **must** be provided with a 110-volt battery blanket; and
- (d) The engine **must** be provided with a heated fuel filter/water separator to preheat diesel fuel prior to starting.

### 3.8 Automatic Transmission

- (a) The truck **must** be provided with a fully automatic transmission.
- (b) The transmission **must** have at least five (5) forward speeds and one reverse speed;
- (c) The transmission **must** be provided with a neutral start safety switch; and
- (d) The transmission **must** be provided with an oil cooler.

### 3.9 Brake System

- (a) The vehicle **must** be provided with air actuated service brakes and spring actuated parking brakes;
- (b) The brake system **must** be provided with an anti-lock brake system (ABS);
- (c) The brake system **must** be provided with S-cam type air brakes with automatic slack adjusters. Air disc brakes will be acceptable;
- (d) The brake system **must** be provided with an air compressor with a capacity of at least 0.36 cubic metres per minute;
- (e) The brake system **must** be provided with a wet air reservoir that can be recharged using a quick connect fitting for the connection of an air-line;
- (f) The brake system **must** be provided with an automatic air dryer; and
- (g) The brake system **must** be provided with dust shields on each wheel station;

### 3.10 Steering

- (a) The vehicle **must** be provided with a power assisted steering system; and

- (b) The steering system **must** be provided with a telescopic/tilt steering column.

3.11 **Wheels and Tires**

- (a) The vehicle **must** be provided with steel-belted, tubeless radial tires;
- (b) The front axle **must** be provided with highway tires;
- (c) The rear axle **must** be provided with tires with a mud and snow tread;
- (d) The tires **must** be mounted on hub pilot disc wheels;
- (e) The wheels **must** be provided with loose wheel nut indicators;
- (f) The wheel assemblies **must** have a capacity of equal or greater than the load applied, at the top vehicle speed (paragraph 3.4.1 (a)); and
- (g) The wheel assemblies **must** be assembled in accordance to the tire and rim manufacturer's specifications.
- (h) **Spare Wheel and Tire Assembly** - The vehicle **must** be provided with a spare wheel and tire assembly for the front axle.

3.12 **Controls** - The vehicle **must** be provided with cruise control system, which includes a fast idle feature.

3.13 **Instruments**

- (a) All dash board gauges and readouts must be in metric units; and
- (b) Gauges and readouts which show both metric and English units will be accepted.

3.14 **Electrical System**

- (a) The electrical system **must** be provided with an alternator with an output of equal or more than that given as "ALTERNATOR" in the Data Table;
- (b) The electrical system **must** be provided with maintenance-free batteries with cold cranking amperes (CCA) of equal or more than that given as "CCA" in the Data Table (paragraph 1.4);
- (c) The electrical system **must** be provided with a master disconnect switch;
- (d) The wiring **must** be protected by insulating grommets where passing through metal;
- (e) The electrical system **must** be provided with an isolation bar to prevent trickle discharge of the batteries;
- (f) The vehicle **must** be provided with four (4) knockouts for additional switches on the dashboard;
- (g) The electrical system **must** be provided with a backup alarm to alert personnel that the vehicle is in backup mode;
- (h) The vehicle **must** be provided with a 12-VDC power outlet at the driver's station; and
- (i) The vehicle **must** be provided with a slave receptacle as close as possible to the battery compartment.

### 3.15 Lighting

- (a) All vehicle lights, interior and exterior, except for the headlights, **must** be LED;
- (b) The lighting system **must** be provided with halogen headlights;
- (c) The lighting system **must** be provided with clearance lights, stoplights, turn signal lights, taillights and reverse movement lights;
- (d) The vehicle **must** be provided with stoplight;
- (e) The stoplight **must** be mounted at the rear centre of the vehicle;
- (e) The vehicle **must** be provided with an engine compartment light;
- (f) The vehicle **must** be provided with fog lights;
- (g) The vehicle **must** be provided with a protected step well light mounted in the right hand front part of the step well;
- (h) The light **must** be energized when any door is opened or the interior lights are energized;
- (i) The vehicle **must** be provided with at least five (5) flush mounted, centre aisle, ceiling lamps with switch located on the dashboard;
- (j) The ceiling lamps **must** be located to minimize driver glare;
- (k) The vehicle **must** be provided with a reading map light switch installed on dash and within an easy reach of the driver; and
- (l) The vehicle **must** be provided with under-body luggage lights activated through pin switches when the doors are opened, or by an illuminated master light switch located in the driver's compartment.

### 3.16 Hydraulic System - NOT APPLICABLE

### 3.17 Lubricants and Hydraulic Fluids

- (a) The vehicle **must** operate using synthetic non-proprietary lubricants and hydraulic fluids; and
- (b) The vehicle **must** be provided with grease fittings conforming to SAE J534.

3.18 Paint Colour - The vehicle **must** be painted white using the manufacturer's standard commercial painting system.

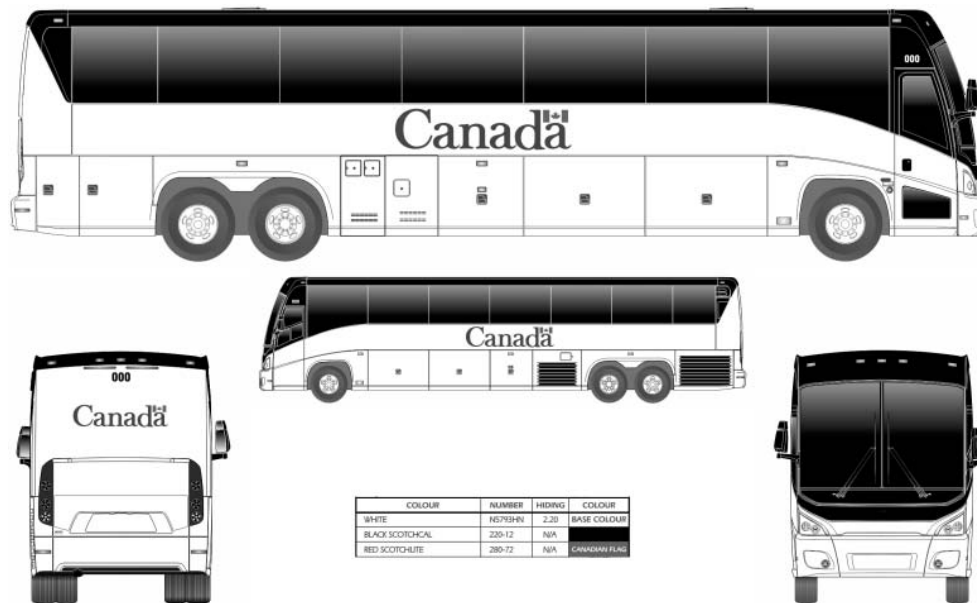
#### 3.18.1 Corrosion Protection

- (a) An approved aftermarket rust protection system **must** be supplied. Rust protection systems that have been approved include Krown Rust Kontrol, Rust Check or an **Equivalent**; and
- (b) Each vehicle **must** have a decal from the rust protection system provider permanently affixed in a visible but protected location.

#### 3.18.2 Paint Features and Accessories

- (a) Chassis items **must** be painted black. Chromed, polished and mill finished surfaces **must** not be painted; and

- (b) **Decals** - The vehicle **must** have decals **provided** in accordance with those shown in **FIGURE 1 - DECALS**. The figure is only a visual representation of the decals and their position.



**FIGURE 1 - DECALS**

3.19 **Identification** - The vehicle information (manufacturer's name, model, Vehicle Identification Number (VIN) and the GAWR and GVWR ratings) **must** be permanently marked in a conspicuous and protected location.

#### 3.19.1 **Warning and Instruction Plates**

- (a) The vehicle **must** be provided with warning and operation instruction plates in accordance SAE J115;
- (b) The plates **must** be visible to a person standing near the location; and
- (c) The plates **must** use graphic symbols, as defined in SAE J1362 or be written in the two (2) official languages (English and French).

#### 3.20 **Equipment**

- (a) **Wheel Changing Tool** - The vehicle **must** be provided with wheel changing tools including a heavy-duty jack, with the capacity to lift the vehicle;
- (b) **Tow Hooks**
  - i The vehicle **must** be provided with tow hooks mounted at the front and the rear; and
  - ii Tow hooks and mountings **must** permit the recovery of the vehicle.
- (c) **Mud flaps** - The vehicle **must** be provided with front and rear mud flaps;

(d) **License Plate Holders**

- i The vehicle **must** be provided with front and rear license plate holders; and
- ii The rear license plate **must** be illuminated.

(e) **Filler Caps** - The vehicle **must** be provided with permanently marked filler caps, which identify the contents using international symbols or in French and English; and

(f) **Emergency Equipment**

- i The vehicle **must** be provided with one (1) 10 unit First Aid kit, stowed near the driver's seat;
- ii The vehicle **must** be provided with two (2) triangular emergency warning flares complete with storage container;
- iii The vehicle **must** be provided with one (1) glass breaking tool, securely mounted and readily accessible in the proximity of the driver. A fireman's axe will be accepted in lieu; and
- iv The vehicle **must** be provided with two (2) dry chemical type fire extinguishers, securely mounted and in proximity of the driver, each with a minimum 5BC rating.

4. **INTEGRATED LOGISTIC ITEMS**

4.1 **Contractor Documentation and Integrated Logistic Items**

4.1.1 **Documents supplied to the Technical Authority**

(a) **Data Summary**

- i A bilingual data summary **must** be supplied for the vehicle with data and a vehicle picture on the **Technical Authority** supplied form;
- ii The **Technical Authority** will supply a template of an approved data summary to the Contractor;
- iii The **Technical Authority** will supply the publication number for the data summary;
- iv The Contractor **must** supply the information requested for all accessories and features for the vehicle;
- v The Contractor **must** submit a digital copy (MS Word) of the completed data summary to the **Technical Authority** for approval 15 working days before the delivery of the vehicle; and
- vi Data summary acceptance or comments will be supplied within 15 working days of receipt.

(b) **Manuals for Approval**

- i The Contractor **must** supply access to a set of manuals in digital format, including the operator, parts and maintenance (shop repair) manuals;
- ii The set of manuals **must** include manuals for all the specified accessories and features for the vehicle. Accessory manuals may be included as supplements to the vehicle manuals;
- iii Digital copies **must** be supplied as a searchable PDF format or **equivalent**;
- iv On-line maintenance manuals may be supplied in lieu of the digital maintenance manuals, however, these **must** be supplied without subscription fees;
- v Manuals will not be returned;
- vi Manual approval or comments will be supplied within 15 working days of receipt; and
- vii The Contractor **must** supply responses to the **Technical Authority's** comments.

(c) **Photographs and Line Drawings**

- i Two (2) digital colour photographs, one left-front three-quarter view, and one right-rear three-quarter view of the vehicle **must** be supplied;
- ii One (1) digital colour photograph of each attachment taken at the three-quarter view that best illustrates the attachment **must** be supplied;

- iii One front-view and one side-view line drawing showing dimensions of the vehicle **must** be supplied. Brochure line drawings are acceptable;
- iv Photographs **must** an uncluttered background; and
- v Photographs **must** be in a JPEG (Joint Photographic Experts Group) format. Photographs **must** have a resolution of at least ten (10) Mega pixels; and
- vi The photographs **must** be supplied 15 working days before the delivery of the vehicle.

#### 4.1.2 Items Supplied with Each Vehicle

##### (a) Operator's Manual

- i An operator's manual for the safe vehicle operation including all supplied attachments **must** be supplied;
- ii The operator's manual **must** be supplied in a bilingual format or as 2 manuals (one English, and one French) in a single binder;
- iii In addition to the paper copy of the operator's manual, a digital copy on a CD or DVD **must** be supplied;
- iv The CD or DVD **must** be permanently and legibly labeled with the list of contents; and
- v The digital copy **must** not require a password or an Internet connection to be functional.

##### (b) Warranty Letter

- i A paper copy of the completed bilingual warranty letter in the approved format with each vehicle shipped **must** be supplied;
- ii The **Technical Authority** will supply a template of an approved warranty letter to the Contractor;
- iii The Contractor **must** supply a complete description of the warranty in the warranty letter with the requested warranty terms and any system or sub system warranty that exceeds the minimum requested in the contractual documents;
- iv The warranty letter **must** include the name and contact information of the closest designated warranty provider and other designated warranty providers across Canada; and
- v Designated warranty providers **must** honour the warranty letter.

##### (c) Rust Protection Warranty - A copy of the warranty from the rust protection provider **must** accompany each vehicle;

##### (d) Line Setting Ticket

- i The Contractor **must** provide a line setting ticket, or **Equivalent**, describing the components supplied on the cab and chassis;
- ii One copy of the line setting ticket **must** accompany each completed vehicle to the final delivery point; and



- iii The Contractor **must** produce a supplement listing for all non-production line components and systems included.

#### 4.1.3 Items Supplied for Each Destination

##### (a) Maintenance Manual - English

- i One copy of English maintenance manuals is required for each destination for the maintenance and repair of the vehicle **must** be supplied;
- ii The manuals **must** be submitted within 30 working days after the delivery of the vehicle; and
- iii The maintenance manuals **must** be supplied either in a paper format or on a CD/DVD ROM.

##### (b) Parts Manual - English

- i One copy of English Parts manuals is required for each destination for the vehicle, including features and accessories, **must** be supplied;
- ii The manuals **must** be submitted within 30 working days after the delivery of the vehicle; and
- iii The parts manuals **must** be supplied either in a paper format or on a CD/DVD ROM.

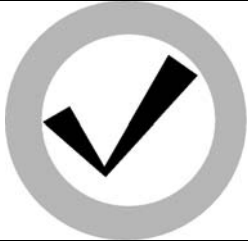
#### 4.2 Training

##### (a) Training - Familiarization - English

- i The Contractor **must** supply a familiarization course in English;
- ii The course instructor **must** be a Training Provider with full knowledge of the vehicle;
- iii The familiarization course **must** include operation and maintenance segments demonstrating, all safety measures required for safe vehicle use, instructions on the use of all features and accessories provided and maintenance;
- iv The instructor **must** supply responses to questions;
- v The familiarization course **must** have a minimum duration of eight (8) hours of training;
- vi The familiarization course **must** accommodate up to eight (8) personnel;
- vii The familiarization course **must** be supplied at the delivery destination;
- viii The date for the maintenance training course **must** be arranged with the **Technical Authority**;
- ix After completion of the familiarization course, the Contractor **must** have the "PROOF OF FAMILIARIZATION" certificate signed by the senior course attendee; and
- x The **Technical Authority** will supply the "PROOF OF FAMILIARIZATION" document template in a digital format.

(b) **Training - Familiarization - French**

- i The Contractor **must** supply a familiarization course in French;
- ii The course instructor **must** be a Training Provider with full knowledge of the vehicle;
- iii The familiarization course **must** include operation and maintenance segments demonstrating, all safety measures required for safe vehicle use, instructions on the use of all features and accessories provided and maintenance;
- iv The instructor **must** supply responses to questions;
- v The familiarization course **must** have a minimum duration of eight (8) hours of training;
- vi The familiarization course **must** accommodate up to 8 personnel;
- vii The familiarization course **must** be supplied at the delivery destination;
- viii The date for the maintenance training course **must** be arranged with the **Technical Authority**;
- ix After completion of the familiarization course, the Contractor **must** have the "PROOF OF FAMILIARIZATION" certificate signed by the senior course attendee; and
- x The **Technical Authority** will supply the "PROOF OF FAMILIARIZATION" document template in a digital format.



**NOTICE**

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

**AVIS**

Cette documentation a été révisée par l'Autorité technique et ne contient pas de marchandises contrôlées.

**APPENDIX - 1 TO ANNEX "B"**

**TECHNICAL INFORMATION QUESTIONNAIRE**

**FOR**

**SCHOOL BUS**

This questionnaire covers technical information, which **shall** be provided for evaluation of the configurations of the vehicle offered.

Where the specification paragraphs below indicate "**Proof of Compliance**", the "**Proof of Compliance**" **shall** be supplied for each performance requirement/specification.

Bidders should indicate the document name/title and page number where the **Proof of Compliance** can be found.

Definitions for **Equivalent** and **Proof of Compliance** are found in the **DEFINITIONS** section at the end of this document.

**CONTRACTOR INFORMATION**

Contractor Name \_\_\_\_\_

Date \_\_\_\_\_



## SPECIFICATION PARAGRAPHS

### Substitutes/Alternatives

Are any substitutes/alternatives offered as **Equivalent**? YES ☐ NO ☐

If yes, please identify all equipment substitutes/alternatives offered as **Equivalents** below:

---

**NOTE: Proof of Compliance shall** be provided for all items offered as a substitute or alternative.

#### 3.4 Vehicle

Make \_\_\_\_\_ - Model \_\_\_\_\_

##### 3.4.1 Vehicle Performance - *Proof of Compliance*

Computer generated performance analysis is document \_\_\_\_\_

**Proof of Compliance** for the performance requirements at specified capacities **shall** be provided using a computer generated performance analysis on third party software. The analysis **shall** demonstrate top road speed and horsepower required.

##### 3.4.2 Payload - *Proof of Compliance*

(a) Passenger capacity on page \_\_\_\_\_ of document \_\_\_\_\_

##### 3.4.3 Dimensions - *Proof of Compliance*

(a) Details shown on page \_\_\_\_\_ of document \_\_\_\_\_

#### 3.5 Standard Vehicle - *Proof of Compliance*

**Technical Authority** requires a detailed dimensioned line drawing of the interior of the vehicle.

##### (a) Body Type - *Proof of Compliance*

Details shown on page \_\_\_\_\_ of document \_\_\_\_\_

##### (b) Vehicle Interior Requirements - *Proof of Compliance*

vii 1. Details shown on page \_\_\_\_\_ of document \_\_\_\_\_

vii 2. Details shown on page \_\_\_\_\_ of document \_\_\_\_\_

##### (e) Heating, Ventilation and Air Conditioning System - *Proof of Compliance*

Fuel-fired heater

Make \_\_\_\_\_ - Model \_\_\_\_\_

Capacity on page \_\_\_\_\_ of document \_\_\_\_\_

Heater for the front of the bus

Make \_\_\_\_\_ - Model \_\_\_\_\_

Capacity on page \_\_\_\_\_ of document \_\_\_\_\_

Stepwell heater

Make \_\_\_\_\_ - Model \_\_\_\_\_



Capacity on page \_\_\_\_\_ of document \_\_\_\_\_

Passenger area heaters

Make \_\_\_\_\_ - Model \_\_\_\_\_

Capacity on page \_\_\_\_\_ of document \_\_\_\_\_

Air conditioning system

Make \_\_\_\_\_ - Model \_\_\_\_\_

Capacity on page \_\_\_\_\_ of document \_\_\_\_\_

(f) **Driver's seat** - *Proof of Compliance*

Make \_\_\_\_\_ - Model \_\_\_\_\_

Details shown in document \_\_\_\_\_

(g) **Passenger Seating** - *Proof of Compliance*

Make \_\_\_\_\_ - Model \_\_\_\_\_

Seat capacity and spacing on page \_\_\_\_\_ of document \_\_\_\_\_

(h) **Backup Camera** - *Proof of Compliance*

Make \_\_\_\_\_ - Model \_\_\_\_\_

Details shown on page \_\_\_\_\_ of document \_\_\_\_\_

3.6.1 **Axles** - *Proof of Compliance*

Axles - Make \_\_\_\_\_ - Model \_\_\_\_\_

Details on page \_\_\_\_\_ of document \_\_\_\_\_

3.6.2 **Suspension** - *Proof of Compliance*

Suspension - Make \_\_\_\_\_ - Model \_\_\_\_\_

Details shown on page \_\_\_\_\_ of document \_\_\_\_\_

3.7 **Engine** - *Proof of Compliance*

Make \_\_\_\_\_ - Model \_\_\_\_\_

Details shown in document \_\_\_\_\_

3.7.2 **Fuel Reservoirs** - *Proof of Compliance*

(a) Fuel Reservoir capacity on page \_\_\_\_\_ of document \_\_\_\_\_

3.8 **Automatic Transmission** - *Proof of Compliance*

Make \_\_\_\_\_ - Model \_\_\_\_\_

(b) Number of forward speeds on page \_\_\_\_\_ of document \_\_\_\_\_

3.11 **Wheels and Tires** - *Proof of Compliance*

(b) Front tires - Make \_\_\_\_\_ - Model \_\_\_\_\_ - Size \_\_\_\_\_

Details on page \_\_\_\_\_ of document \_\_\_\_\_



- (c) Rear tires - Make \_\_\_\_\_ - Model \_\_\_\_\_ - Size \_\_\_\_\_  
Details on page \_\_\_\_\_ of document \_\_\_\_\_

3.14 **Electrical System** - *Proof of Compliance*

- (a) Alternator - Make \_\_\_\_\_ - Model \_\_\_\_\_  
Alternator output on page \_\_\_\_\_ of document \_\_\_\_\_
- (b) Battery - Make \_\_\_\_\_ - Model \_\_\_\_\_  
Battery CCA on page \_\_\_\_\_ of document \_\_\_\_\_



## **DEFINITIONS**

The following definitions apply to the interpretation of this Technical Information Questionnaire:

- (a) **"Equivalent"** *shall* mean a standard, means, or component type, which the **Technical Authority** has approved for this requirement, as meeting the specified requirements for fit, form, function and performance; and
- (b) **"Proof of Compliance"** *shall* mean an unaltered document, such as a brochure and/or technical literature and/or a third party test report provided by a nationally and/or internationally recognized testing facility and/or a report generated by a nationally and/or internationally recognized third party software. The document *shall* provide detailed information on each performance requirement and/or specification. Where a document submitted as **Proof of Compliance** does not cover all the performance requirements and/or specifications or when no such document is available or when modifications to the original equipment or customization are required to achieve the performance requirements and/or specifications, a Certificate of Attestation (as a separate document) signed by a senior engineer representing the Original Equipment Manufacturer (OEM) detailing the modifications and how they meet the performance requirements and/or specifications *shall* be provided. The certificate *shall* detail all performance requirements and/or specifications required to substantiate compliance. One certificate can be provided for one or all performance requirements and/or specifications.

Solicitation No. - N° de l'invitation  
W8476-195927/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur  
hp923

Client Ref. No. - N° de réf. du client

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

## **ANNEX "C" TO PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

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

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



## **ANNEX "D" TO PART 5 OF THE BID SOLICITATION**

### **FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION**

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) - Labour's website](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html) (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html>).

Date: \_\_\_\_\_ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- ( ) A1. The Bidder certifies having no work force in Canada.
  - ( ) A2. The Bidder certifies being a public sector employer.
  - ( ) A3. The Bidder certifies being a federally regulated employer (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/regulated-industries.html>) being subject to the Employment Equity Act (<http://laws-lois.justice.gc.ca/eng/acts/E-5.401/>).
  - ( ) A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).
- A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

☐ A5.1. The Bidder certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) in place with ESDC - Labour.

**OR**

☐ A5.2. The Bidder certifies having submitted the Agreement to Implement Employment Equity (LAB1168) to ESDC – Labour  
(<https://catalogue.servicecanada.gc.ca/content/EForms/en/Detail.html?Form=LAB1168>).  
As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC C-Labour.

B. Check only one of the following:

☐ B1. The Bidder is not a Joint Venture.

**OR**

☐ B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)