



**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

Airframes / Aero Engines R&O Division / Division de la
réparation de la révision des cellules et des moteurs

11 Laurier St. / 11, rue Laurier

8C1, Place du Portage

Gatineau

Québec

K1A 0S5

Title - Sujet Fuel System R&O 18/19		
Solicitation No. - N° de l'invitation W8485-184703/A	Date 2018-07-04	
Client Reference No. - N° de référence du client 6000417340		
GETS Reference No. - N° de référence de SEAG PW-\$\$BF-135-26895		
File No. - N° de dossier 135bf.W8485-184703	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-08-14		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input checked="" type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Nicholson, Wayne		Buyer Id - Id de l'acheteur 135bf
Telephone No. - N° de téléphone (873) 469-3881 ()		FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE DGAEPM 101 COLONEL BY DR. CP01 ADM (Mat) OTTAWA Ontario K1A0K2 Canada		

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1.1.1 Before award of a contract, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;

1.1.2 Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.

1.1.3 For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

1.2 Statement of Work

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

1.3 Debriefings

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

1.4 Trade Agreements

The requirement is subject to the provisions of the 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), the Canada-Chile Free Trade Agreement (CCFTA), the Canada-Colombia Free Trade Agreement, the Canada-Honduras Free Trade Agreement, the Canada-Korea Free Trade Agreement (CKFTA), the Canada-Panama Free Trade Agreement, the Canada-Peru Free Trade Agreement (CPFTA), the Canada-Ukraine Free Trade Agreement, and the Canadian Free Trade Agreement (CFTA).

1.5 epost Connect service

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further instructions.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The 2003 (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

The 2003 standard instructions is amended as follows:

- section 05, entitled Submission of bids, is amended as follows:
 - subsection 1 is deleted entirely and replaced with the following: "Canada requires that each bid, at solicitation closing date and time or upon request from the Contracting Authority, be signed by the Bidder or by an authorized representative of the Bidder. If a bid is submitted by a joint venture, it must be in accordance with the section 17."
 - paragraph 2.d is deleted entirely and replaced with the following: "send its bid only to the specified Bid Receiving Unit of Public Works and Government Services Canada (PWGSC) identified in the bid solicitation, or to the address specified in the bid solicitation, as applicable;"
 - paragraph 2.e is deleted entirely and replaced with the following: "ensure that the Bidder's name, and return address, bid solicitation number, and solicitation closing date and time are clearly visible on the bid; and,"
- section 06, entitled Late bids, is deleted entirely and replaced with the following: "PWGSC will return or delete bids delivered after the stipulated solicitation closing date and time, unless they qualify as a delayed bid as described in section 07. For late bids submitted using means other than the Canada Post Corporation's epost Connect service, the physical bid will be returned. For bids submitted electronically the late bid will be deleted. As an example, bids submitted using Canada Post Corporation's epost Connect service, an epost Connect conversation initiated by the Bid Receiving Unit via the epost Connect service pertaining to a late bid will be deleted. Records will be kept documenting the transaction history of all late bids submitted using epost Connect."
- section 07, entitled Delayed bids, is amended as follows:
 - subsection 1 is deleted and replaced as follows:
 1. A bid delivered to the specified Bid Receiving Unit after the solicitation closing date and time but before the contract award date may be considered, provided the bidder can prove the delay is due solely to a delay in delivery that can be attributed to the Canada Post Corporation (CPC) (or national equivalent of a foreign country). Private courier (Purolator Inc., Fedex Inc., etc.) is not considered to be part of CPC for the purposes of delayed bids.
 - a. The only pieces of evidence relating to a delay in the CPC system that are acceptable to PWGSC are:
 - i. a CPC cancellation date stamp;
 - ii. a CPC Priority Courier bill of lading;
 - iii. a CPC Xpresspost label;that clearly indicates that the bid was sent before the solicitation closing date.

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- b. The only piece of evidence relating to a delay in the epost Connect service provided by CPC system that is acceptable to PWGSC is a CPC epost Connect service date and time record indicated in the epost Connect conversation history that clearly indicates that the bid was sent before the solicitation closing date and time.
 - section 08, Transmission by facsimile, is deleted and replaced by the following:
"Transmission by facsimile or by epost Connect"
 - 1. Facsimile
 - a. Unless specified otherwise in the bid solicitation, bids may be submitted by facsimile.
 - i. PWGSC, National Capital Region: The only acceptable facsimile number for responses to bid solicitations issued by PWGSC headquarters is 819-997-9776 or, if applicable, the facsimile number identified in the bid solicitation.
 - ii. PWGSC regional offices: The facsimile number for responses to bid solicitations issued by PWGSC regional offices is identified in the bid solicitation.
 - b. For bids transmitted by facsimile, Canada will not be responsible for any failure attributable to the transmission or receipt of the faxed bid including, but not limited to, the following:
 - i. receipt of garbled, corrupted or incomplete bid;
 - ii. availability or condition of the receiving facsimile equipment;
 - iii. incompatibility between the sending and receiving equipment;
 - iv. delay in transmission or receipt of the bid;
 - v. failure of the Bidder to properly identify the bid;
 - vi. illegibility of the bid; or
 - vii. security of bid data.
 - c. A bid transmitted by facsimile constitutes the formal bid of the Bidder and must be submitted in accordance with section 05.
 - 2. epost Connect
 - a. Unless specified otherwise in the bid solicitation, bids may be submitted by using the [epost Connect service provided by Canada Post Corporation](https://www.canadapost.ca/web/en/products/details.page?article=epost_connect_sen_d_a) (https://www.canadapost.ca/web/en/products/details.page?article=epost_connect_sen_d_a):
 - i. PWGSC, National Capital Region: The only acceptable email address to use with epost Connect for responses to bid solicitations issued by PWGSC headquarters is: TPSGC.DGAreceptiondessoumissions-ABBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca, or, if applicable, the email address identified in the bid solicitation.
 - ii. PWGSC regional offices: The only acceptable email address to use with epost Connect for responses to bid solicitations issued by PWGSC regional offices is identified in the bid solicitation.
 - b. To submit a bid using epost Connect service, the Bidder must either:
 - i. send directly its bid only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
 - ii. send as early as possible, and in any case, at least six business days prior to the solicitation closing date and time (in order to ensure a response), an email that includes the bid solicitation number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.
 - c. If the Bidder sends an email requesting epost Connect service to the specified Bid Receiving Unit in the bid solicitation, an officer of the Bid Receiving Unit will then initiate an epost Connect conversation. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Bidder to access and action the message within the epost Connect conversation. The Bidder will then be able to transmit its bid afterward at any time prior to the solicitation closing date and time.

- d. If the Bidder is using its own licensing agreement to send its bid, the Bidder must keep the epost Connect conversation open until at least 30 business days after the solicitation closing date and time.
- e. The bid solicitation number should be identified in the epost Connect message field of all electronic transfers.
- f. It should be noted that the use of epost Connect service requires a Canadian mailing address. Should a bidder not have a Canadian address, they may use the Bid Receiving Unit address specified in the solicitation in order to register for the epost Connect service.
- g. For bids transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:
 - i. receipt of a garbled, corrupted or incomplete bid;
 - ii. availability or condition of the epost Connect service;
 - iii. incompatibility between the sending and receiving equipment;
 - iv. delay in transmission or receipt of the bid;
 - v. failure of the Bidder to properly identify the bid;
 - vi. illegibility of the bid;
 - vii. security of bid data; or
 - viii. inability to create an electronic conversation through the epost Connect service.
- h. A bid transmitted by epost Connect service constitutes the formal bid of the Bidder and must be submitted in accordance with section 05."

2.2 Submission of Bids

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

PWGSC Bid Receiving Unit
11 Laurier Street, Place du Portage, Phase III, Core 0B2
Gatineau, Québec, K1A 0S5
TPSGC.DGAreceptiondessoumissions-ABBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca
Bid Fax: (819) 997-9776

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

2.3.2 Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the *Financial Administration Act*, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or

- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

2.3.3 Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

2.3.4 Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes () No ()**

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than fifteen (15) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. Bidders must provide their bid in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment.

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

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

- If the Bidder 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 (3 hard copies)

Section II: Financial Bid (1 hard copy and 1 soft copy on CD, DVD or USB key)

Section III: Certifications (1 hard copy and 1 soft copy on CD, DVD or USB key)

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

- If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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 must provide Original Equipment Manufacturer (OEM) certification(s) and proof of quality management system. See Annex E Technical Evaluation Plan.

Section II: Financial Bid

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

Bidders must fill in the blanks at Annex D Basis of Payment. See Annex F Financial Evaluation Plan.

3.1.1 Electronic Payment of Invoices – Bid

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

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

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File No. - N° du dossier
135bfW8485-184703

Buyer ID - Id de l'acheteur
135bf
CCC No./N° CCC - FMS No./N° VME

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

3.1.2 Exchange Rate Fluctuation

SACC Manual Clause C3010T (2014-11-27), Exchange Rate Fluctuation Risk Mitigation

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

An evaluation team composed of representatives of Canada will evaluate the bids.

The evaluation will be done in four (4) stages, as follows:

Stage 1: Technical Evaluation: Mandatory Technical Criteria

Stage 2: Technical Evaluation: Point Rated Technical Criteria

Stage 3: Financial Evaluation

Stage 4: Basis of Selection: Highest Combined Rating of Technical Merit and Price

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

See Annex E Technical Evaluation Plan.

4.1.1.2 Point Rated Technical Criteria

See Annex E Technical Evaluation Plan.

4.1.2 Financial Evaluation

See Annex F Financial Evaluation Plan.

SACC Manual Clause A0222T (2014-06-26) Evaluation of Price – Canadian / Foreign Bidders

4.2 Basis of Selection

4.2.1 Highest Combined Rating of Technical Merit and Price

To be declared responsive, a bid must:

- a. comply with all the requirements of the bid solicitation;
- b. meet all mandatory criteria; and
- c. obtain the required minimum of six (6) points overall for the technical evaluation criteria which are subject to point rating.

The rating is performed on a scale of twenty-four (24) points.

Bids not meeting (a) or (b) or (c) will be declared non-responsive.

The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be sixty percent (60%) for the technical merit and forty percent (40%) for the price.

To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of sixty percent (60%).

To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of forty percent (40%).

For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.

Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)

		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	Pricing Score	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
Combined Rating		83.84	75.56	80.89
Overall Rating		1st	3rd	2nd

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 Additional Certifications Required with the Bid

5.1.2.1 Original Equipment Manufacturer (OEM) Certifications

For the technical evaluation, Bidders must provide proof of valid Original Equipment Manufacturer (OEM) certification by providing a Service Training Certificate.

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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Buyer ID - Id de l'acheteur
135bf
CCC No./N° CCC - FMS No./N° VME

(<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.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

- 6.1.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract.
- 6.1.2 The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- 6.1.3 The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
- 6.1.4 Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- 6.1.5 The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
 - b) *Industrial Security Manual* (Latest Edition).

6.2 Statement of Work

The Contractor must perform the Work in accordance with the Technical Statement of Work at Annex A and the Logistical Statement of Work at Annex B.

6.2.1 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

6.2.2 Task Authorization Process

The Procurement Authority will provide the Contractor with a description of the task using the "DND 626, Task Authorization Form"

The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis (bases) and methods of payment as specified in the Contract.

The Contractor must provide the Procurement Authority, within fourteen (14) calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.

The Contractor must not commence work until a TA authorized by the Procurement Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

2010C (2016-04-04), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to March 31, 2021 inclusive.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least ninety (90) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Wayne Nicholson
Title: Supply Specialist
Public Services and Procurement Canada (PSPC)
Acquisitions Branch
Directorate: Aerospace Equipment Program Directorate
Address: 11 Laurier Street
Place du Portage, Phase III, 8C1
Gatineau, Québec
K1A 0S5

Telephone: 873-469-3881
Facsimile: 819-956-9110
E-mail address: Wayne.Nicholson@tpsgc-pwgsc.gc.ca

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

6.5.2 Technical Authority (to be provided by Canada at Contract Award)

The Technical Authority for the Contract is:

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

Telephone: ____ - ____ - ____
Facsimile: ____ - ____ - ____
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.

6.5.3 Procurement Authority (to be provided by Canada at Contract Award)

The Procurement Authority for the Contract is:

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

Telephone: ____ - ____ - ____
Facsimile: ____ - ____ - ____
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.

6.5.3 Contractor's Representative (to be provided by Bidder)

The Contractor's Representative for the Contract is:

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

Telephone: ____ - ____ - ____
Facsimile: ____ - ____ - ____
E-mail: _____.

6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

6.7 Payment

6.7.1 Basis of Payment

The Contractor will be paid in accordance with Annex D Basis of Payment.

6.7.2 Limitation of Expenditure

Canada's total liability to the Contractor under the Contract must not exceed \$_____ (to be provided by Canada at Contract Award). Customs duties are included and Applicable Taxes are extra.

No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75% committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,
- whichever comes first.

If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.7.3 Progress Payments

Canada will make progress payments in accordance with the payment provisions of the Contract, no more than once a month, for cost incurred in the performance of the Work, up to one hundred percent (100%) of the amount claimed and approved by Canada if:

- a. an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. the amount claimed is in accordance with the basis of payment;
- c. the total amount for all progress payments paid by Canada does not exceed one hundred percent (100%) of the total amount to be paid under the Contract;
- d. all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.

The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.

Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the rights to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

6.7.4 Travel and Living Expenses

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C, and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

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

6.7.5 Electronic Payment of Invoices – Contract (See Annex G)

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

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

6.8 Invoicing Instructions

The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment.

Each claim must show:

- a. all information required on form PWGSC-TPSGC 1111;
- b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- c. a list of all expenses; and
- d. NSNs (NATO Stock Number), serial numbers, DRMIS work order numbers, task authorization numbers (DRMIS Doc No.), as applicable.

Each claim must be supported by:

- a. a copy of time sheets to support the time claimed; and
- b. a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses.

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 Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.

The Contractor must prepare and certify one (1) original electronic copy of the claim on form PWGSC-TPSGC 1111, and forward it to the Technical Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

The Technical Authority will then forward the one (1) original electronic copy of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.

The Contractor must not submit claims until all work identified in the claim is completed.

6.9 Certifications and Additional Information

6.9.1 Compliance

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

6.9.2 Original Equipment Manufacturer (OEM) Certifications

6.9.2.1 For each NSN (NATO Stock Number) on the Repairable Items List at Annex A Appendix 1 for which the Contractor earned a point on the point-rated technical evaluation, the Contractor must perform the associated repair and overhaul work.

6.9.2.2 The Contractor will certify Sub-Contractors' compliance with the Technical Statement of Work Annex A Article 3.9.6 Personnel.

6.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. **(Insert the name of the province or territory as specified by the Bidder in its bid, if applicable.)**

6.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the General Conditions 2010C (2016-04-04) General Conditions – Services (Medium Complexity);
- (c) Annex A, Technical Statement of Work;
- (d) Annex B, Logistical Statement of Work;
- (e) Annex C, Security Requirements Check List;
- (f) Annex D, Basis of Payment; and
- (g) the Contractor's bid dated _____.

6.12 Defence Contract

SACC Manual Clause A9006C (2012-07-16) Defence Contract

6.13 SACC Manual Clauses

SACC Manual Clause B4059C (2008-05-12) Government Supplied Technical Documents

SACC Manual Clause C2000C (2007-11-30) Taxes – Foreign-based Contractor

SACC Manual Clause C2605C (2008-05-12) Canadian Customs Duties and Sales Tax – Foreign-based Contractor

SACC Manual Clause C2608C (2015-02-05) Canadian Customs Documentation

SACC Manual Clause C2610C (2007-11-30) Customs Duties – Department of National Defence – Importer

SACC Manual Clause C3015C (2017-08-17) Exchange Rate Fluctuation Adjustment

SACC Manual Clause D0035C (2017-08-17) Shipping Instructions (Department of National Defence) – Foreign-based Contractors

SACC Manual Clause D0037C (2016-01-28) Shipping Instructions (Department of National Defence) – Canadian-based Contractor

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

SACC Manual Clause D5515C (2010-01-11) Quality Assurance Authority (Department of National Defence) – Foreign-based and United States Contractor

SACC Manual Clause D5540C (2010-08-16) ISO 9001:2008 Quality Management Systems – Requirements (Quality Assurance Code Q)

SACC Manual Clause D5604C (2008-12-12) Release Documents (Department of National Defence) – Foreign-based Contractor

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

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

SACC Manual Clause D5620C (2012-07-16) Release Documents – Distribution

SACC Manual Clause G1005C (2016-01-28) Insurance – No Specific Requirement

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TECHNICAL STATEMENT OF WORK
FOR
REPAIR AND OVERHAUL OF
AIRCRAFT FUEL SYSTEM CONFINED SPACE ENTRY EQUIPMENT

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1.0 SCOPE

1.1 PURPOSE

1.1.1 The Royal Canadian Air Force (RCAF) has a requirement for the provision of a Repair and Overhaul (R&O), for intrinsically safe (explosive proof) confined space entry equipment used to enter fuel cells and tanks on a variety of aircraft, as listed in Appendix 1 to Annex A. Additional items may be added to the Repairable Items List at Appendix 1 to Annex A through the normal contract amendment process.

1.2 BACKGROUND

1.2.1 General

1.2.1.1 The RCAF conducts Aircraft Fuel Systems Confined Space Entry to meet the requirements of the Canada Labour Code (CLC) and Canada Occupational Health and Safety (COHS) regulations. Canadian Forces Technical Order (CFTO) C-12-010-040/TR-014, Description and Maintenance of Aircraft Fuel Cells and Tanks details the standards used by the RCAF to enter these hazardous areas. Confined spaces such as fuel cells or tanks create a unique hazard due to limited entry and exit points and potential atmospheric hazards. As part of its maintenance policy, the RCAF has intrinsically safe (explosive proof) equipment repaired and overhauled by the Original Equipment Manufacturer (OEM) or an authorized contractor.

2.0 APPLICABLE DOCUMENTS

2.1 APPLICABILITY

2.1.1 The following documents are relevant to understanding the requirement and mandatory to the performance of work described in this Statement of Work (SOW). Documents referenced within documents cited herein are not applicable to this SOW unless specifically stated in this SOW.

2.2 GENERAL

2.2.1 C-02-005-013/AM-000, Shelf Life and Storage of Materiel (DND Controlled Publication)

2.3 TECHNICAL

2.3.1 C-05-015-014/AM-000, Pre-Installation Failure (PIF) (DND Controlled Publication)

2.3.2 C-02-015-001/AG-000, Unsatisfactory Condition Report CF 777 (DND Controlled Publication)

2.3.3 C-12-010-040/TR-014, Description and Maintenance of Aircraft Fuel Cells and Tanks (DND Controlled Publication)

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2.3.4 C-59-933-000/MF-001, MultiRae Plus Gas Detector Model PGM50 (DND Controlled Publication)

2.3.5 D-01-100-220/SF-000, Specification -Preparation of Modification Instructions (DND Controlled Publication)

2.3.6 Air Systems International, Inc, OEM Manual No. AA B0X 011, Models BB30-C0AA, BB50-C0AA, & BB100-C0AA Operating Manual (Contractor Responsible to Obtain)

2.3.7 Air Systems International, Inc, OEM Manual No. PAK002, Pak-4 & PAK-4R, Operating Manual (Contractor Responsible to Obtain)

2.3.8 Air Systems International, Inc, OEM Manual No. TA 3001, models TA-3 & TA-3EA for Comp-3 and Comp 3EA systems, Operating Manual (Contractor Responsible to Obtain)

2.3.9 Air Systems International, Inc, OEM Manual No. MON 045, Sensor Replacement and Calibration for C0-91 Series Carbon Monoxide Monitors (Contractor Responsible to Obtain)

2.3.10 Con-Space Communications, OEM Manual, CSI-1000 Operations Manual (Contractor Responsible to Obtain)

2.3.11 Tiger-Vac, Pneumatic (Air-Operated) Explosion Proof/Dust Ignition Proof Industrial Vacuum Cleaner, OEM Operation and Maintenance Manual (Contractor Responsible to Obtain)

2.3.12 Tiger-Vac, Electrical Explosion Proof/Dust Ignition Proof Industrial Vacuum Cleaner, OEM Operation and Maintenance Manual (Contractor Responsible to Obtain)

2.3.13 (ATI) Advanced Technologies Inc, OEM Operation & Service Manual with Parts Breakdown (Contractor Responsible to Obtain)

3.0 REQUIREMENTS

3.1 TASKS

3.1.1 The Contractor shall provide the services required to conduct R&O, for which they have received authorization in accordance with (IAW) the Repairable Items List in Appendix 1 to Annex A.

3.2 MEETINGS

3.2.1 A Technical Review Meeting and a Progress Review Meeting shall be held after contract award and if required may be held annually thereafter. Technical Review Meetings are called by the Technical Authority (TA). Progress Review Meetings are called by the Contracting Authority (CA). The Contractor shall provide suitable representation and facilities for each meeting. When meetings are

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required, the Contractor shall be responsible for preparing the agendas and minutes. Agendas and minutes are to be prepared IAW CDRL 004 and 003 (respectively).

3.3 REPORTS

3.3.1 Work Status Report (WSR)

3.3.1.2 The Contractor shall prepare and submit a WSR for each delivery of an item exceeding the turn around time of ninety (90) calendar days, after receipt of item at the contractor's facility, unless otherwise agreed to by the contractor and DND. Such report shall be submitted within fourteen (14) calendar days after exceeding the ninety (90) calendar day limit. The WSR shall present the repair and requalification situation and a schedule for completion. The WSR shall be delivered to the TA, prepared IAW CDRL 002 and approved by the TA.

3.4 WORK MONITORING

3.4.1 Upon request, the Contractor shall allow DND access to the facilities where the work is being performed and, when requested, shall provide to the TA any data accumulated as a result of work carried out to satisfy this SOW. Opportunities for dialogue between the TA and the assigned Contractor personnel on technical matters shall be provided on a continual and cooperative basis.

3.5 STORAGE CAPABILITY

3.5.1 The Contractor shall provide sufficient storage capacity to enable proper care and custody of DND assets IAW paragraph 2.2.1 of this SOW.

3.6 TECHNICAL REQUIREMENTS

3.6.1 It is mandatory that all equipment listed in Appendix 1 be repaired by an OEM or an OEM authorized repair facility. It is recognized that an OEM authorized repair facility will only be permitted to perform limited repairs to an extent authorized by the OEM. Some parts of this intrinsically safe (explosive proof) equipment will require OEM repair only.

3.6.2 The Contractor shall assign a process number and track the equipment throughout the R&O process.

3.6.3 The Contractor shall disassemble the equipment only as required to facilitate inspection and to gain access.

3.6.4 The Contractor shall examine the equipment to the extent necessary to determine its physical state and the degree of identifiable work required.

3.6.5 The Contractor shall identify and correct defects which degrade the performance of the equipment, causing it to function below the specifications.

3.6.6 The complete overhaul of all equipment (except items that are time expired) is not permitted under the terms of this contract. The intent is that repair work will be done and overhaul resorted to only where such is economically and technically justifiable. The Repairable Items List in Appendix 1 to Annex A provides the current year forecast for which the Contractor can induct items received at the door.

3.6.7 The Contractor shall clean the equipment and accompanying parts of grease, dust, dirt, corrosion or other extraneous matter.

3.6.8 On a case-by-case basis and only when authorized by the TA, the Contractor shall restore equipment finishes to better protect the equipment and to return it to an 'as new' appearance. The process shall comply with the OEM process.

3.6.9 The Contractor shall perform Operational Tests to verify the equipment operation and identify areas that require fault isolation and repair. The Contractor shall conduct Operational Tests IAW the applicable equipment technical manual identified in paragraph 2.0 – Applicable Documents; and

3.6.10 The Contractor shall conduct Final Performance and Acceptance Test IAW the approved equipment technical manuals identified in paragraph 2.0 – Applicable Documents.

3.7 QUALITY MANAGEMENT

3.7.1 In the performance of the Work described in the Contract, the Contractor must comply with the requirements of: ISO 9001:2008 - Quality management systems - Requirements, published by the International Organization for Standardization (ISO), current edition at date of submission of Contractor's bid.

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

3.8 STANDARDS

3.8.1 Equipment repaired or re-qualified shall meet the approved standards of maintenance, repair, requalification and reliability described in their respective OEM Maintenance Manuals and Publications listed in paragraph 2.0 – Applicable Documents of this SOW.

3.8.2 STANDARD OF REPAIR

3.8.2.1 Where no standard of repair and reliability exists, the Contractor shall notify the TA and only upon authorization by the TA, submit a contractor recommended Non Standard Repair (NSR). The NSR shall consist of a Repair and Test Scheme. The Repair and Test Scheme shall contain applicable references (i.e.: Test Equipment, Material and Miscellaneous Equipment, Repair and Requalification procedures, and test set up diagrams).

3.9 CONTINUOUS ENGINEERING SUPPORT

3.9.1 Review of Maintenance Procedures

3.9.1.1 The Contractor shall comply with the latest version of maintenance procedures detailed in the applicable documents in paragraph 2.0 – Applicable Documents of this SOW. The Contractor shall report all noted discrepancies to the TA and recommend corrective action.

3.9.2 Review of Faults

3.9.2.1 The Contractor shall record all system assembly malfunctions repaired in plant. The Contractor shall make the records available to the TA upon request.

3.9.3 Physical Audits

3.9.3.1 The Contractor shall keep a record of all repairable equipment received in plant, make recommendations and alert the TA concerning those items which should be classified as having no repair potential or which deviate from the standard configuration.

3.9.4 Technical Investigations

3.9.4.1 Pre-Installation Failure (PIF)

3.9.4.1.1 The Contractor shall provide the TA with a Technical Investigation Report (CF 1057) IAW C-05-015-014/AM-000 as requested by the TA for a PIF or unscheduled removal related to the equipment listed in Appendix 1.

3.9.4.2 Unsatisfactory Condition Report (UCR)

3.9.4.2.1 The Contractor shall provide the TA with an Unsatisfactory Condition Report (CF 777) IAW C-02-015-001/AG-000 as requested by the TA for any unsatisfactory condition related to the equipment listed in Appendix 1.

3.9.5 Special Inspection

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3.9.5.1 The Contractor shall perform only those special inspections that are issued in writing by the TA.

3.9.6 Personnel

3.9.6.1 The Contractor represents that only personnel holding the requisite OEM certification (Service Training Certificate) will perform the Work pursuant to this SOW.

3.10 DND TECHNICAL AIRWORTHINESS PROGRAM REQUIREMENT

3.10.1 The intent of the Contractor's Maintenance Management Plan (MMP) is to define the scope and depth of R&O activities required to complete the work specified in the SOW. The equipment listed in this Aircraft Fuel System Confined Space Equipment R&O contract (which is contained in Appendix 1) must be restored to the appropriate specifications to ensure that, when used on or with a DND aeronautical product, it complies to the performance of maintenance requirements mandated in Part 3, Chap 1 of the Technical Airworthiness Manual (TAM), and subsequently ensures the airworthiness standard of the aeronautical product is met.

3.10.2 You can access the TAM through the following location: <http://www.forces.gc.ca/en/business-regulations-technical-airworthiness/technical-airworthiness-manual.page>.

3.10.3 The Contractor shall prepare and submit a MMP IAW CDRL 001, for approval by the TA.

3.11 ADDITIONAL WORK REQUESTS (AWR)

3.11.1 MODIFICATIONS

3.11.1.1 General

3.11.1.2 Normally a modification will originate from a requirement identified in an Unsatisfactory Condition Report (UCR) submitted to the TA either by a field unit, Contractor or a regulatory body. A modification may consist of design, prototype and testing, draft Modification Instruction preparation and production embodiment depending on its urgency, status and complexity.

3.11.2 Draft Modification Instruction

3.11.2.1 The Contractor shall prepare and submit, as part of the final effort on a modification, a draft Modification Instruction IAW D-01-100-220/SF-000 as authorized by a separate DND 626 Task Authorization released by the PA.

3.11.3 Approved Modification

3.11.3.1 The Contractor shall embody all outstanding CF and CD type modifications on repairable equipment received for repair and requalification as authorized by a separate DND 626 Task Authorization released by the PA.

3.12 INTEGRATED LOGISTICS

3.12.1 Technical Specifications and Equipment Publications

3.12.2 The Contractor shall be responsible for obtaining all required technical specifications and equipment publications. DND will provide applicable documents as per paragraph 2.0 – Applicable Documents of this SOW that are owned and controlled by DND. The Contractor is to contact the TA for any required publications controlled by DND. The Contractor is responsible for obtaining all non-DND controlled publications.

3.13 SPECIFICATION AND TECHNICAL DOCUMENTS

3.13.1 General

3.13.1.1 Unless otherwise directed by the TA, the Contractor shall use the latest version of documents referenced as listed in paragraph 2.0 – Applicable Documents of this SOW.

4.0 DELIVERABLES

4.1 CONTRACT DATA REQUIREMENTS LIST (CDRL):

4.1.1 CDRL 001, Technical Airworthiness Program Requirements

4.1.2 CDRL 002, Work Status Report

4.1.3 CDRL 003, Minutes of Meeting

4.1.4 CDRL 004, Agenda

4.2 DATA ITEM DESCRIPTION (DID):

4.2.1 DID AW-001, Maintenance Management Plan;

4.2.2 DID WSR-002, Work Status Report; and

4.2.3 DID MIN-003, Minutes of a Meeting

4.2.4 DID 004, Agenda

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Technical Airworthiness Program Requirements				B. CONTRACT 1 RFP NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Management Data		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 001		2. TITLE OR DESCRIPTION OF DATA Maintenance Management Plan (MMP)		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) AW-001		5. CONTRACT REFERENCE Annex A - SOW Section 3.10		6. REQUIRING OFFICE TA				
7. INSPECTION	9. INPUT	10. FREQUENCY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
					INITIAL FINAL			
				Hard Copy	Soft Copy	Hard Copy	Soft Copy	
16. REMARKS MMP The Contractor must publish processes and control systems within an approved publication, referred to as a MMP. The draft MMP shall be submitted for review within fourteen (14) calendar days following Contract Award. Within fourteen (14) calendar days of the draft MMP submission, DND will respond with formal comments. Within sixty (60) calendar days of contract award, the contractor will submit the final MMP.				PSPC CA	0	1	0	1
				TA	1	1	1	1
				PA	0	1	0	1
PREPARED BY		DATE	APPROVED BY					
17.CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	1	3	1	3

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Work Status Report				B. CONTRACT 1 RFP NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Requirements		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 002		2. TITLE OR DESCRIPTION OF DATA Work Status Report		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) WSR-002		5. CONTRACT REFERENCE Annex A - SOW Section 3.3		6. REQUIRING OFFICE TA				
7. INSPECTION	9. INPUT	10. FREQUENCY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
					INITIAL FINAL			
					Hard Copy	Soft Copy	Hard Copy	
16. REMARKS Work Status Report Contractor to prepare and submit a WSR for each delivery of an item exceeding a turn around time of ninety (90) calendar days. The report shall be submitted within fourteen (14) calendar of exceeding the ninety (90) calendar day limit. Report to be in contractor's own format.				PSPC CA	0	0	0	1
				TA	1	1	1	1
				PA	0	1	0	1
PREPARED BY	DATE	APPROVED BY						
17.CONTRACT FILE /DOCUMENT NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	1	2	1	3	

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Minutes of a Meeting				B. CONTRACT 1 RFP NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Management Data		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 003		2. TITLE OR DESCRIPTION OF DATA Minutes		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) MIN-003		5. CONTRACT REFERENCE Annex A - SOW Section 3.2		6. REQUIRING OFFICE TA				
7. INSPECTION	9. INPUT	10. FREQUENCY As Requested	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
					INITIAL FINAL			
					Hard Copy	Soft Copy	Hard Copy	
16. REMARKS Meeting Minutes Contractor shall be responsible for taking Minutes of Meetings. Draft minutes shall be submitted within seven (7) calendar days following the meeting. Final minutes shall be published within seven (7) calendar days following TA's approval.				PSPC CA	0	1	0	1
				TA	1	1	1	1
				PA	0	1	0	1
PREPARED BY	DATE	APPROVED BY						
17.CONTRACT FILE / DOCUMENT NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	1	3	1	3

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Agenda				B. CONTRACT 1 RFP NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Management Data		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 004		2. TITLE OR DESCRIPTION OF DATA Agenda Items		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) AGENDA-004		5. CONTRACT REFERENCE Annex A - SOW Section 3.2		6. REQUIRING OFFICE TA				
7. INSPECTION	9. INPUT	10. FREQUENCY As Requested	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
					INITIAL FINAL			
					Hard Copy	Soft Copy	Hard Copy	
16. REMARKS Agenda Items Contractor shall be responsible for soliciting and submitting Agenda items. Agenda shall be submitted within seven (7) calendar days preceding the meeting.				PSPC CA	0	1	0	1
				TA	1	1	1	1
				PA	0	1	0	1
PREPARED BY	DATE	APPROVED BY						
17.CONTRACT FILE / DOCUMENT NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	1	3	1	3

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DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE – TITRE Maintenance Management Plan (MMP)		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION DID AW- 001	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET To describe the Contractor's plan for compliance to Technical Airworthiness Requirements.			
4. APPROVAL DATE DATE D'APPROBATION Sixty (60) Calendar Days	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) TECHNICAL AUTHORITY (TA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT N/A
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE The MMP shall define the scope and depth of R&O activities required to complete the work specified in the SOW. The equipment listed in this R&O contract (which are contained in Appendix 1) must be restored to the appropriate specifications to ensure that, when used on or with a DND aeronautical product, it complies to the performance of maintenance requirements mandated in Part 3, Chap 1 of the TAM, and subsequently ensures the airworthiness standard of the aeronautical product is met.			
8. ORIGINATOR – AUTEUR PSPC Contracting Authority (CA)		9. APPLICABLE FORMS - FORMULES PERTINENTES TAM, see http://www.forces.gc.ca/en/business-regulations-technical-airworthiness/technical-airworthiness-manual.page .	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES The MMP shall describe the Contractor's processes and control systems on the following topics in order to be approved by the Contract TA; The scope and depth of authority that the Contractor will exercise as related to repair and overhaul, including engineering support of equipment as listed in Appendix 1; A description of the approved training standard that will be followed in order to deem a person competent to perform the required R&O activities, including any requalification and competency requirements, if applicable; Eligibility criteria for personnel to perform and certify R&O activities applicable for each class of system; Responsibilities for personnel conducting and certifying R&O activities; Authorization system for personnel conducting R&O activities applicable for each class of system; The responsibility of the person who will be assigning authority to an individual to perform the required R&O activities on equipment as listed in Appendix 1; The authority of the person who will be responsible for the R&O activities within the Contractor's organization; A description of the technical work orders and its completion, correction, retention as well as the serviceability documentation accompanying the part; Policy statement of the traceability of equipment documentation; A description of the process that ensures that only approved parts and materials are used to fulfill contract activities;			

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A description of the approved maintenance standard that will be followed to perform the R&O activities;

A description of the Contractor's Quality Management System and how the contractor will provide oversight on all the R&O activities stipulated within the MMP; and

A commitment statement to the effect that audit reports conducted by the Contractor or an independent evaluator, if applicable, including follow up corrective action plans, will be made available to the contract TA.

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DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE – TITRE Work Status Report (WSR)		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION DID WSR- 002	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET The contractor shall prepare and submit a WSR for each delivery of an item exceeding the turn around time of ninety (90) calendar days, after receipt of the item at the contractor's facility, unless otherwise agreed by the contractor and the TA.			
4. APPROVAL DATE DATE D'APPROBATION Seven (7) Calendar Days	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) Technical Authority (TA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT N/A
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE The WSR shall present the repair and requalification situation and a schedule.			
8. ORIGINATOR – AUTEUR PSPC Contracting Authority (CA)		9. APPLICABLE FORMS - FORMULES PERTINENTES N/A	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES In the Contractor's own form the WSR shall be delivered to the CA, TA and PA. 10.1 It is preferable that electronic submissions be in PDF file format. 10.2 The Contractor shall forward to DND in soft copy within fourteen (14) calendar days of exceeding the ninety (90) calendar day limit for R&O turn around. 10.3 The WSR shall include the following information: a. present the repair and requalification schedule; and b. schedule for completion. 10.4 The WSR is only a record of activity and carries no authority.			

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DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE – TITRE Minutes of a Meeting		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION DID MIN- 003	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET 3.1 To report on the discussion and document the decisions taken at meetings.			
4. APPROVAL DATE DATE D'APPROBATION Seven (7) Calendar Days	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) Technical Authority (TA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT N/A
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE All Annexes			
8. ORIGINATOR – AUTEUR PSPC Contracting Authority (CA)		9. APPLICABLE FORMS - FORMULES PERTINENTES N/A	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES 10.1 It is preferable that electronic submissions be in PDF file format. 10.2 The minutes of all meetings shall be in the Contractor's form and delivered to the TA, PA and CA for review of completeness and accuracy. 10.3 The Contractor shall forward draft minutes to the TA, PA and CA in soft copy. Upon approval or amendment by the TA, the minutes shall be returned to the Contractor for publication. Published minutes shall be delivered in both soft and hard copies. 10.4 Each meeting minutes shall have a cover page identifying the document as follows: a. the name of the report; b. identification of the meeting being reported; c. identification of the preparing authority; d. submission date; and e. deliverable end item number. 10.5 Each meeting minutes shall: a. describe the discussion and document the decisions taken for agenda items; b. Include copies of briefing materials and discussion documents c. document action item responsibility assignments;			

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- d. identify target date for completion of action items;
- e. next meeting schedule; and
- f. approval signature blocks for both the DND and Contractor managers.

10.6 A copy of the tabled agenda is to be attached to the minutes.

10.7 Minutes are only a record of activity and carry no authority. No change in the interpretation of the SOW as defined in the Contract may be authorized by the minutes of a meeting. Such actions require formal Contract amendment by the Contract Authority.

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DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE – TITRE Agenda		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION DID Agenda- 004	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET 3.1 An agenda is to be promulgated for all meetings to provide an outline of items for discussion.			
4. APPROVAL DATE DATE D'APPROBATION Seven (7) Calendar Days	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) Technical Authority (TA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT N/A
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE			
8. ORIGINATOR – AUTEUR PSPC Contracting Authority (CA)		9. APPLICABLE FORMS - FORMULES PERTINENTES N/A	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES 10.1 It is preferable that electronic submissions be in PDF file format. 10.2 The content of each agenda for meetings shall be in the Contractor's form and shall contain the following: a. purpose of the meeting; b. time, date, location and expected duration of review, meeting or conference; c. a list of Contractor/Subcontractor attendees; d. the name and phone number of the meeting co-ordinator; e. the following agenda items: (1) Item 1 - Review of the minutes of the previous meeting; and (2) Item 2 - review of progress by the Contractor or Subcontractor. This item would include a brief description of progress on actions or problems, if any, identified at the last review. f. a list of the Contractor originated items to be addressed that includes for each item: (1) the name, position and telephone number of the Contractor's or Subcontractor's representative responsible for sponsoring the item; (2) the objectives to be achieved.			

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	<ul style="list-style-type: none">(3) a brief background of the subject;(4) where applicable, expected impact in terms of cost and schedule on DND activities; andg. a list of the Crown originated items to be addressed that includes for each item:<ul style="list-style-type: none">(1) the name, position and telephone number of the Crown representative responsible for sponsoring the item;(2) the objectives to be achieved.(3) a brief background of the subject;
10.3	Agendas shall be submitted in soft copy, for approval. Upon approval or amendment by the TA, the agenda shall be returned to the Contractor for distribution. Published agendas shall be delivered in both soft and hard copies.

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Appendix 1 – Repairable Items List - NSNs selected for Aircraft Fuel System Confined Space Entry Equipment R & O Contract

Nato Stock Number	Description	Part Number	NCAGE	RC	RPC	DMC	CFY	NFY
4240-21-920-8077	Breather Box Pneumatic	BB50C0APISWF-F	42905	B	R	A	2	2
4240-21-920-8079	Breathing, Apparatus, Self Contained	MASPAK-4RDND	42905	B	R	A	2	2
4240-21-920-8080	Breather Box, Electrical	BB50C0AAISWF-F	42905	B	R	A	2	2
4460-01-593-0738	Breather Box Pneumatic C/W Cart	BA50C0ISCY	42905	B	R	A	2	2
4310-01-446-4979	Portable Compressor	TA3-AXAF	42905	B	R	A	5	4
5830-21-921-1829	Inter-Communication Set	0103-99-003	L0244	B	R	A	1	2
6080-01-493-7005	White Light Fiber Optic Kit	ATWL-1000	1WHW9	B	R	A	1	2
6230-20-001-5637	Light Extension, Explosive Proof	XP65-100DND	38836	B	R	A	4	4
6665-01-481-4192	Carbon Monoxide Indicator Breather Box	C091A	42905	B	R	A	1	1
6665-01-481-4193	Carbon Monoxide Indicator Breather Box	C091EX	42905	B	R	A	1	1
6665-01-481-4194	Carbon Monoxide Indicator Portable Compressor	C091EXLA	42905	B	R	A	1	1
6665-01-552-6039	AutoRae Controller	048-0153-001	06JB6	B	R	B	1	1
6665-01-552-7549	MultiRae Plus Cradle	048-0200-000	06JB6	B	R	B	1	1
6665-21-914-1293	MultiRae Detector Kit Gas	0093001010	35481	B	R	A	7	5
6665-01-599-6704	Multi Rae PRO Detector Kit Gas	MBB-A1C1E00-020	06JB6	B	R	B	6	6

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4920-20-003-3085	Vacuum Sanding Kit Tiger Vac	111341F	3AD04	B	R	A	2	2
7910-20-001-8530	Cleaner Vacuum Electric Tiger Vac	110257A	3AD04	B	R	A	2	2
7910-21-908-3235	Cleaner Vacuum Pneumatic Tiger Vac	SS-55TC 110282	3AD04	B	R	A	1	1
7910-21-910-8810	Cleaner Vacuum Pneumatic Tiger Vac	110310/110278	3AD04	B	R	A	1	1
7910-21-910-8856	Cleaner Vacuum Electric Tiger Vac	EXP-25TC HEPA 110255A	3AD04	B	R	A	1	1
7910-20-001-8527	Cleaner Vacuum Electric Tiger Vac	110277	3AD04	B	R	A	1	1
4930-20-001-5544	Dispensing Pump, Hand Driven, Tiger Vac	212640	3AD04	B	R	A	1	1
8120-01-494-9554	Cylinder, Compressed Gas, Air Breathing	AC-60	42905	B	R	A	4	4
8120-01-500-8444	Cylinder, Compressed Gas, Air Breathing	AC-87	42905	B	R	A	1	4

List of acronyms pertaining to Repairable Items List:

- (1) NCAGE – NATO Commercial and Government Entity Code
- (2) RC – Reparability Code
- (3) RPC – Repair Priority Code
- (4) DMC – Demilitarization Code
- (5) CFY – Estimates for Current Fiscal Year
- (6) NFY – Estimates for Next Fiscal Year

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LOGISTICAL STATEMENT OF WORK
FOR
REPAIR AND OVERHAUL OF
AIRCRAFT FUEL SYSTEM CONFINED SPACE ENTRY EQUIPMENT

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DELIVERABLES.....
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1.0 GENERAL INTRODUCTION

1.1 AIM

This Logistic Statement of Work (LOG SOW) is distributed on the authority of the Assistant Deputy Minister (Material) (ADM (Mat)). It will be distributed, as required, internally to ADM (Mat) staff engaged in creating Repair and Overhaul (R&O) Contracts and Procurement Instruments (PI) and those who manage Repair and Overhaul Contracts.

This is a common LOG SOW which will entail contract conditions for Repair and Overhaul contracts for:

In and Out of country: For step by step instruction on in and out of country repair process refer to Annex B in the A-LM-184-001/JS-001. This model will describe the roles and responsibilities in the end to end repair process.

Major Equipment: For complete instructions on receipt of Major Equipment, refer to Chapter 2 in the A-LM-184-001/JS-001

Accountable Advance Spares For complete instruction on AAS, refer to Chapter 8.2.7 in the A-LM-184-001/JS-001

This LOG SOW is to be read in conjunction with the A-LM-184-001/JS-001 for additional explanation.

It is important to understand the system of record (DRMIS) being used in DND and the various account structures in place. All of this explanation is located in Chapter 1.1 of the A-LM-184-001/JS-001.

1.2 EXTENT OF WORK/TYPES OF EQUIPMENT

Refer to Chapter 1.2 of A-LM-184-001/JS-001 for further explanation on the different types of DND Equipment that are authorized for repair and the category types.

2.0 RECEIPT

Refer to Chapter 2.0 of the A-L-M 184 for complete instruction on how to process receipts

2.1 DISCREPANCIES IN SHIPMENTS

The Contractor shall action discrepancies in shipments in accordance with Chapter 2.1 of A-LM-184-001/JS-001.

3.0 WORK CONTROL

The Contractor shall ensure that the repair of all DND equipment is controlled by a serial numbered work order IAW Chapter 3 of A-LM-184-001/JS-001.

3.1 COMPLETION OF WORK

Refer to Chapter 3.1 of A-LM-184-001/JS-001 for further explanation and detail.

3.2 STOP REPAIR ACTION

The Contractor shall comply immediately with all stop repair instructions. Detailed procedures are contained in Chapter 3.2 of A-LM-184-001/JS-001.

4.0 ANNUAL REPAIR FORECAST - SNAPS

Refer to Chapter 4 of the A-LM-184-001/JS-001 for further explanation and detail.

5.0 COST CONTROL

Refer to Chapter 5.0 of the A-LM-184-001/JS-001 for further explanation and detail.

6.0 COSTING RECORDS

The Contractor shall prepare forms and maintain records IAW Chapter 6.0 of the A-LM-184-001/JS-001.

6.1 INVOICE / CLAIMS FOR PAYMENT (AAS SPARES)

The Contractor shall submit monthly invoices for AA spare parts, IAW Chapter 6.1 of the A-LM-184-001/JS-001.

7.0 MAINTENANCE SUPPORT-MINOR REPAIRS

Refer to Chapter 7.0 of the A-LM-184-001/JS-001 for further explanation and detail.

7.1 MOBILE REPAIR PARTIES (MRPs)

Refer to Chapter 7.1 of the A-LM-184-001/JS-001 for further explanation and detail.

7.2 EQUIPMENT TURN AROUND TIME (TAT)

Refer to Chapter 7.2 of the A-LM-184-001/JS-001 for further explanation and detail.

7.3 PRIORITY REPAIR REQUEST (PRR)

Refer to Chapter 7.3 of the A-LM-184-001/JS-001 for further explanation and detail.

7.4 SPECIAL INVESTIGATIONS & TECHNICAL STUDIES (SITs)

Refer to Chapter 7.4 of the A-LM-184-001/JS-001 for further explanation and detail.

7.5 TECHNICAL INVESTIGATIONS & ENGINEERING STUDIES (TIES)

Refer to Chapter 7.5 of the A-LM-184-001/JS-001 for further explanation and detail.

7.6 TERMINATION OF CONTRACT

Refer to Chapter 7.6 of A-LM-184-001/JS-001 for further explanation and detail.

8.0 SUPPLY SUPPORT/IN SERVICE SUPPORT

8.1 TRANSACTION DOCUMENTATION

Refer to Chapter 8.1 of A-LM-184-001/JS-001 for more explanation and detail.

8.2 CONTRACTOR SUPPLY ACCOUNTING

Refer to Chapter 8.2 of A-LM-184-001/JS-001 for explanation of CRPA/CIS

8.2.3 CONTRACTOR ISSUE SPARES (CIS) MATERIEL RECEIVED OFF CONTRACT/PROCUREMENT

Refer to Chapter 8.2.3 of A-LM-184-001/JS-001 for more explanation and detail.

8.2.4 SHORTAGE OF CONTRACT ISSUE SPARES (CIS)

Refer to Chapter 8.2.4 of A-LM-184-001/JS-001 for more explanation and detail.

8.2.5 ORDERING/RECEIVING CATALOGUED CIS IN DRMIS

Refer to Chapter 8.2.5 of A-LM-184-001/JS-001 001 for more explanation and detail.

8.2.6 GOVERNMENT FURNISHED OVERHAUL SPARES (GFOS)

Refer to Chapter 8.2.6 of A-LM-184-001/JS-001

8.2.7 ACCOUNTABLE ADVANCE SPARES (AAS)

Refer to Chapter 8.2.7 of A-LM-184-001/JS-001 for further explanation and detail.

8.3 MANAGEMENT OF DND-OWNED SPARES

Refer to Chapter 8.3.1 of A-LM-184-001/JS-001 for further explanation and detail.

8.4 SPARES REVIEW

Refer to Chapter 8.4 of A-LM-184-001/JS-001 for further explanation and detail.

8.4.1 IMPORTATION OF AAS:

Refer to Chapter 8.4.1 of A-LM-184-001/JS-001 for further explanation and detail.

8.4.2 LOAN OF GOVERNMENT FURNISHED EXPLANATION/ GOVERNMENT FURNISHED EQUIPMENT (GFI/GFE)

Refer to Chapter 8.4.2 of A-LM-184-001/JS-001 for further explanation and detail.

8.5 STOCKTAKING

Refer to Chapter 8.5 of A-LM-184-001/JS-001 for further explanation and detail.

8.6 SELECTION NOTICE OBSERVATION MESSAGE (SNOM)

Refer to Chapter 8.6 of A-LM-184-001/JS-001 for further explanation and detail.

8.7 EMBODIMENT FEES

Refer to Chapter 8.7 of A-LM-184-001/JS-001 for further explanation and detail.

8.8 LOSS OR DAMAGE TO DND MATERIEL

Refer to Chapter 8.8 of A-LM-184-001/JS-001 for further explanation and detail.

8.9 SCRAP - CUSTODY & DISPOSAL

Refer to Chapter 8.9 of A-LM-184-001/JS-001 for further explanation and detail.

8.10 PACKAGING

Refer to Chapter 8.10 of A-LM-184-001/JS-001 for further explanation and detail.

8.11 REUSABLE CONTAINER

Refer to Chapter 8.11 of the A-LM-184-001/JS-001 for further explanation and detail.

8.12 TRANSPORTATION/SHIPMENT IDENTIFICATION/MODE OF SHIPMENT/LOSS OR DAMAGE IN TRANSIT/ GENERAL CLAIMS PROCEDURES

Refer to Chapter 8.12 of the A-LM-184-001/JS-001 for further explanation and detail.

8.13 CUSTOMS & EXCISE

Refer to Chapter 8.12 of the A-LM-184-001/JS-001 for further explanation and detail.

9.0 WARRANTY CONSIDERATION

Refer to Chapter 9.0 of the A-LM-184-001/JS-001 for further explanation and detail.

10.0 CONTRACTOR USE OF DND EQUIPMENT/PUBLICATIONS

Refer to Chapter 10.0 of the A-LM-184-001/JS-001 for further explanation and detail.

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11.0 PUBLICATIONS

Refer to Chapter 11 of A-LM-184-001/JS-001 for further explanation and detail.

12.0 OFFICE SERVICES

Refer to Chapter 12 of A-LM-184-001/JS-001 for further explanation and detail.

13.0 MINUTES OF MEETINGS

Refer to Chapter 13 of A-LM-184-001/JS-001 for further explanation and detail.

14.0 PLANT SHUTDOWN/VACATION PERIOD

Refer to Chapter 14 of A-LM-184-001/JS-001 for further explanation and detail.

15.0 REPORTS

Refer to Chapter 15 of A-LM-184-001/JS-001 for complete list of reports available to contractors.

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Costing Record				B. CONTRACT 1 RFP NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Requirements		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 001		2. TITLE OR DESCRIPTION OF DATA Costing Record		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) CR-001		5. CONTRACT REFERENCE Annex C - SOW Section 3.4		6. REQUIRING OFFICE PSPC and PA				
7. INSPECTION	9. INPUT	10. FREQUENCY Monthly	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
					INITIAL		FINAL	
					Hard Copy	Soft Copy	Hard Copy	
					Soft Copy	Hard Copy	Soft Copy	
16. REMARKS The Contractor shall prepare costing record forms and maintain records for each repairable item covered under this contract.				PSPC CA	0	1	0	1
				PA	1	1	1	1
PREPARED BY		DATE	APPROVED BY					
17.CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	1	2	1	2

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Cost Control				B. CONTRACT 1 RFP NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Requirements		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 002		2. TITLE OR DESCRIPTION OF DATA Costing Control		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) CC-002		5. CONTRACT REFERENCE Annex C - SOW Section 3.5		6. REQUIRING OFFICE PSPC and PA				
7. INSPECTION	9. INPUT	10. FREQUENCY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
						INITIAL	FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
16. REMARKS The Contractor shall submit with each request for payment a Monthly Invoicing Report to CA and the PA for repairable items covered under this contract.				PSPC CA	1	1	1	1
				PA	1	1	1	1
PREPARED BY		DATE	APPROVED BY					
17.CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	2	2	2	2

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National Défense
Defence nationale

DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE – TITRE Costing Record		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION DID CR-001	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET The contractor shall prepare forms and maintain records of repaired items.			
4. APPROVAL DATE DATE D'APPROBATION N/A	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) Procurement Authority (PA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT N/A
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE The Costing Record shall be for repairable items covered under this contract.			
8. ORIGINATOR - AUTEUR PSPC Contracting Authority (CA)		9. APPLICABLE FORMS - FORMULES PERTINENTES N/A	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES In the Contractor's own form the Costing Record shall be delivered to the PA. 10.1 It is preferable that electronic submissions be in PDF file format. 10.2 The Contractor shall submit with each request for payment a Monthly Invoicing Report. 10.3 The Costing Report shall include the following information: a. a cost listing, by serial number if applicable, of each item or job lot going through the repair line; b. a detail of the extent of work carried out, in-process inspections and material embodied at any stage of the repair process; c. the average cost of repair and/or overhaul, by NSN; and d. the total repair cost for an item NSN, by work order.			

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National Défense
Defence nationale

DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE – TITRE Cost Control		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION DID CC-002	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET The contractor shall prepare and submit a Cost Control Monthly Invoicing report for each delivery of an item exceeding the turn around time of ninety (90) calendar days, after receipt of the item at the contractor's facility, unless otherwise agreed by the contractor and the TA.			
4. APPROVAL DATE DATE D'APPROBATION Monthly	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) Procurement Authority (PA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT N/A
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE The Cost Control Monthly Invoicing report shall be for repairable items covered under this contract.			
8. ORIGINATOR - AUTEUR PSPC Contracting Authority (CA)		9. APPLICABLE FORMS - FORMULES PERTINENTES N/A	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES In the Contractor's own form the Cost Control Monthly Invoicing Report shall be delivered to the PA. 10.1 It is preferable that electronic submissions be in PDF file format. 10.2 The Contractor shall submit with each request for payment a Monthly Invoicing Report. 10.3 The Cost Control Monthly Invoicing Report shall include the following information: a. total number of items repaired by P/N, NSN; and b. cost of repair.			

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ANNEX C – SECURITY REQUIREMENTS CHECK LIST

DEC 2 0 2017



Government of Canada
Gouvernement du Canada

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SECURITY REQUIREMENTS CHECK LIST (SRCL) LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine DND		2. Branch or Directorate / Direction générale ou Direction DAP
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail R&O contract for Aircraft Fuel Tank Entry Equipment		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c.) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c.)		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
UNCLAS

Canada

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PART A (continued) / PARTIE A (suite)	
8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? If Yes, indicate the level of sensitivity: Dans l'affirmative, indiquer le niveau de sensibilité :	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
9. Will the supplier require access to extremely sensitive INFOSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? Short Title(s) of material / Titre(s) abrégé(s) du matériel : Document Number / Numéro du document :	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)	
10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis	
<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> SECRET SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS	<input type="checkbox"/> TOP SECRET TRÈS SECRET
	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL
	<input type="checkbox"/> NATO SECRET NATO SECRET
	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
Special comments: Commentaires spéciaux : _____	
NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided. REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.	
10. b) May unscreened personnel be used for portions of the work? Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? If Yes, will unscreened personnel be escorted? Dans l'affirmative, le personnel en question sera-t-il escorté?	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)	
INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS	
11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises? Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
11. b) Will the supplier be required to safeguard COMSEC information or assets? Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
PRODUCTION	
11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises? Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)	
11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data? Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLAS
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of Canada

Gouvernement
du Canada

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PART C - (continued) / PARTIE C - (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC			
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			TOP SECRET
											A	B	C	
Information / Assets Renseignements / Biens														
Production														
IT Media / Support TI														
IT Link / Lien électronique														

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?



No
Non



Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?



No
Non



Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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ANNEX D

BASIS OF PAYMENT – REPAIR AND OVERHAUL

Year 01: Date of Contract to March 31, 2019 inclusive
Year 02: April 1, 2019 to March 31, 2020 inclusive
Year 03: April 1, 2020 to March 31, 2021 inclusive
Option Year 01: April 1, 2021 to March 31, 2022 inclusive
Option Year 02: April 1, 2022 to March 31, 2023 inclusive

- a. The Contractor will be paid the following firm hourly rate for in-plant repair and overhaul work performed in accordance with the Contract.

Year 01:	Year 02:	Year 03:	Option Year 01:	Option Year 02:
\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

- b. The Contractor will be paid the actual Laid-Down Cost of material embodied (for Contractor Furnished Materiel (CFM)) plus the following firm percentage mark-up.

Year 01:	Year 02:	Year 03:	Option Year 01:	Option Year 02:
_____ %	_____ %	_____ %	_____ %	_____ %

- c. The Contractor will be paid the actual Laid-Down Cost plus the following firm percentage mark-up for authorized sub-contracting work.

Year 01:	Year 02:	Year 03:	Option Year 01:	Option Year 02:
_____ %	_____ %	_____ %	_____ %	_____ %

- d. The Contractor will be paid the actual Laid-Down Cost with no mark-up for Technical Investigations and Engineering Support (TIES) and Special Investigations and Technical Studies (SITS).

- e. Reports will not be separately priced.

- f. The Contractor will be reimbursed for Travel and Living Expenses in accordance with Article 6.7.4 of the Contract.

Definition of Mark-up:

The difference between the contractor's laid-down cost for a product and its resale price to Canada, Goods and Services Tax and/or the Harmonized Sales Tax excluded. Mark-up includes applicable purchasing expense, internal handling and general and administrative expenses, plus profit.

Definition of Laid-Down Cost:

The cost incurred by a supplier to acquire a specific product or service for resale to the government. This includes the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage, but excludes the Goods and Services Tax and the Harmonized Sales Tax.

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TECHNICAL EVALUATION PLAN
FOR
AIRCRAFT FUEL SYSTEM CONFINED SPACE ENTRY EQUIPMENT
REPAIR AND OVERHAUL

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1.0 SCOPE

- 1.1 Purpose: This Technical Evaluation Plan defines the methodology by which each submitted proposal for Repair and Overhaul of Fuel System Confined Space Entry Equipment will be evaluated.
- 1.2 Results: The results of the technical evaluation will be used in the Highest Combined Rating of Technical Merit and Price evaluation at Article 4.2 of the Request for Proposal. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be sixty percent (60%) for the technical merit and forty percent (40%) for the price.

2.0 GENERAL

- 2.1 Technical Evaluation Team: Members of Director Aerospace Equipment Program Management (DAEPM) Fighters and Trainers (FT) 6-3 with assistance from other sections will evaluate the technical contents of each proposal.
- 2.2 Security of Proposal and Channels of Communication: All proposals submitted for evaluation will be handled as CONFIDENTIAL. All communication shall be carried out through official channels of Public Services and Procurement Canada (PSPC).
- 2.3.1 Responsive Proposal: A responsive proposal shall:
- a. Meet or exceed mandatory criteria;
 - b. Meet or exceed minimum score for point rated criteria
- 2.3.2 Technical Evaluation Table: The evaluation team will use this table.

Requirement	Proposal A	Proposal B	Proposal C
Meets All Mandatory Requirements (Yes/No)			
Meets Minimum Score of Six (6) Points on the Point Rated Criteria (Yes/No)			
Total Number of Points Awarded on Point Rated Criteria			

3.0 EVALUATION

- 3.1 Evaluation Criteria of Technical Proposals: Proposals will be evaluated to determine if the proposal is responsive using a combination of mandatory and point rated requirements. To be responsive a bid/proposal must meet all the mandatory requirements as stated in the Statement of Work (SOW) and obtain a minimum score of six (6) points (25%) on the point rated criteria.

4.0 MANDATORY REQUIREMENTS

For evaluation purposes only, the following requirements will be evaluated.

- 4.1 Technical Proposal: Bidder's technical proposal shall provide proof of valid OEM certification by providing a Service Training Certificate. The valid OEM certification(s) shall certify the bidder to repair a minimum of six (6) NSN (NATO Stock Number) items on the Repairable Items List at Annex A, Appendix 1 to demonstrate how the mandatory requirement in Para 3.6, Annex A will be met.
- 4.2 Quality Management System: Bidder's technical proposal shall provide proof the bidder has a Quality Management System complying with the requirements of *ISO 9001:2008 – Quality management systems – Requirements* (current edition at date of submission of Contractor's bid) to demonstrate how the mandatory requirement in Para 3.7, Annex A will be met.
- 4.3 Mandatory Technical Requirements Evaluation Table: The evaluation team will use this table.

Requirement	How Proposal Meets Requirement (including location in Proposal)	Met (Yes/No)
MR 4.1 Technical Proposal Bidder provides valid OEM certification for a minimum of six (6) NSN items on the Repairable Items List at Annex A, Appendix 1.		
MR 4.2 Quality Management System Bidder provides proof the bidder has a Quality Management System complying with the requirements of <i>ISO:9001</i>		

5.0 POINT RATED EVALUATION SCORING

- 5.1 To qualify, proposals must meet all the mandatory requirements of the SOW and achieve a minimum score of six (6) points (25%) on the point rated criteria. One (1) point will be awarded for the equipment the bidder is authorized to repair at their repair facility. The bidder shall provide with the proposal proof of valid OEM certification by providing a Service Training Certificate.

6.0 POINT RATED EVALUATION TABLE

- 6.1 The evaluation team will use this table. One (1) point will be awarded for the equipment the bidder is authorized to repair at their repair facility. The bidder shall provide proof of valid OEM certification by providing a Service Training Certificate.

	Point Rated Evaluation	
Item	Description	Points
1.	NSN 4240-21-920-8077, P/N BB50C0AAP1SWF-F, BREATHER BOX BB 50 C/W CARBON MONOXIDE MONITOR, AUTO AIR CAPABILITY, INTRINSICALLY SAFE WITH GAUGE WINDOW AND PNEUMATIC 60.0 PSI, MAS FOSTER STEEL AND DISCONNECT FOUR FEMALE FITTINGS, ALARM SYSTEM AUDIBLE AND VISIBLE; USED BY CONFINED SPACE/FUEL CELL ENTRY	
2.	NSN 4240-21-920-8079, P/N MASPAC-4RDND, SYSTEM BOTTLED AIR, ASI PAK 4 RESCUE CART C/W EACH TWO AC 60 ALUMINUM CYLINDERS, 2216 PSI, MAS PAK CRCT ALUMINUM COVER, CGA 346 FITTINGS	
3.	NSN 4240-21-920-8080, P/N BB50C0AA1SWF-F, BREATHER BOX BB50 AUTO AIR BREATHER BOX, PORTABLE, THREE STAGE FILTRATION, FOUR OUTLET MANIFOLD; C/O MONITOR, W/GAUGE WINDOW, AUTO AIR SWITCHING FROM PRIMARY TO BACK-UP, ALARM SYSTEM AUDIBLE AND VISIBLE; ELECTRIC 115 VAC; USED BY CDN FORCES CONFINED SPACE/FUEL CELL ENTRY	
4.	NSN 4460-01-593-0738, P/N BA50C01SCY, BREATHER BOX PNEUMATIC	
5.	NSN 4310-01-446-4979, P/N TA3-AXAF, PORTABLE BREATHING AIR, COMPRESSOR UNIT, RECIPROCATING, ELECTRIC MOTOR, 230.0 AC, THREE PHASE	
6.	NSN 4920-20-003-3085, P/N 111341F SANDING KIT UNIT, AIRCRAFT, DESIGNED SPECIFICALLY FOR AIRCRAFT USE, C/O ITEMS AS PER MANUFACTURERS (TIGER VAC INTL INC) PARTS LIST FOR MODEL EXP1-10 (DT) SK (CSA) EXPLOSIN PROOF, FOR USE IN CLASS 1, GROUP D AND CLASS 2, GROUPS E, F AND G ENVIROMENTS	
7.	NSN 7910-20-001-8530, P/N 110257A, CLEANER, VACUUM, ELECTRIC 115 AC, LIQUID ENCLOSED, WHEEL, 60 HERTZ, RATING IN WATTS 1000 NOMINAL, SUCTION HOSE, 1 INCH SIZE, 75 FEET LONG, 2 GROUNDING REELS, MANUALLY OPERATED PUMP, EXPLOSIN PROOF, FOR USE IN CLASS 1, GROUP D AND CLASS 2, GROUPS E, F AND G ENVIROMENTS	

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8.	NSN 7910-21-908-3235, P/N SS-55TC 110282, CLEANER,VACUUM, PNEUMATIC, MINIMUM INPUT AIR PRESSURE REQUIRED 60 PSI, 50FT AIR HOSE AND NITRILE HOSE FOR JET FUEL RECOVERY 15 FT SUCTION HOSE, 1 WAND, 1 UNIVERSAL TOOL, 1 CREVICE DEVICE, 55 GAL CAPACITY, EXPLOSIN PROOF, FOR USE IN CLASS 1, GROUP D AND CLASS 2, GROUPS E, F AND G ENVIROMENTS	
9.	NSN 7910-21-910-8810, P/N 110310/110278, CLEANER,VACUUM, PNEUMATIC, MINIMUM INPUT AIR PRESSURE REQUIRED 60 PSI, 50FT AIR HOSE AND NITRILE HOSE FOR JET FUEL RECOVERY 15 FT SUCTION HOSE, 1 WAND, 1 UNIVERSAL TOOL, 1 CREVICE DEVICE, 55 GAL CAPACITY, EXPLOSIN PROOF, FOR USE IN CLASS1, GROUP D AND CLASS 2, GROUPS E, F AND G ENVIROMENTS	
10.	NSN 7910-21-910-8856, P/N EXP-25TC HEPA 110255A, CLEANER VACUUM ELECTRIC, 10 FT HOSE, 1 WAND, 1 UNIVERSAL TOOL, 1 CREVICE DEVICE, 25 GAL CAPACITY, EXPLOSIN PROOF, FOR USE IN CLASS 1, GROUP D AND CLASS 2, GROUPS E, F AND G ENVIROMENTS	
11.	NSN 7910-20-001-8527, P/N 110277, CLEANER,VACUUM, PNEUMATIC, MINIMUM INPUT AIR PRESSURE REQUIRED 60 PSI, 50FT AIR HOSE AND NITRILE HOSE FOR JET FUEL RECOVERY 15 FT SUCTION HOSE, 1 WAND, 1 UNIVERSAL TOOL, 1 CREVICE DEVICE, 55 GAL CAPACITY, EXPLOSIN PROOF, FOR USE IN CLASS 1, GROUP D AND CLASS 2, GROUPS E, F AND G ENVIROMENTS	
12.	NSN 4930-20-001-5544, P/N 212640, DESIGN TYPE, EXPLOSION PROOF MANUAL PISTON PUMP ASSEMBLY WITH S/S LID FOR 55 GALLON TANK, HAZARDOUS SUBSTANCES, DESIGNED AND CERTIFIED FOR CLASS 1 GROUP D AND CLASS 11 GROUPS E, F AND G ATMOSPHERES	
13.	NSN 5830-21-921-1829, P/N 0103-99-003, INTERCOMMUNICATION SET, AIRCRAFT FUEL CELL MAINTENANCE KIT;A COLLECTION OF ITEMS TO ALLOW VOICE COMMUNICATION BETWEEN A TECHNICIAN AND A SAFETY ATTENDANT, L0244M0103M99M003 MANUFACTURERS SPECIFICATION, FUEL CELL MAINTENANCE	
14.	NSN 6080-01-493-7005, P/N ATWL 1000, WHITE LIGHT FIBER OPTIC LIGHTING KIT, 1WHW9 AT1000-120-01-25 LIGHT SOURCE 1; 1WHW9 AT 5001 LAMP 1; 1WHW9 AT 15-10-01-01 WHITE CLAD 1; 1WHW9 AT 10-10-01-02 WHITE CLAD 1; 1WHW9 AT 9001 CASE 1; 1WHW9 AT 7001-001 LENS 2; 1WHW9 AT7004-001 TROUBLE LIGHT 1; 1WHW9 AT 8005 COLLET 2; 1WHW9 AT 8004	
15.	NSN 6230-20-001-5637, P/N XP65-100DND, LIGHT,EXTENSION, INSPECTION LIGHT, EXPLOSION PROOF, CUL APPROVED FOR CLASS I DIVISION I GROUP D AND CLASS II DIVISION I GROUP G; 8 W LINEAR FLUORESCENT LAMP; TUFFITE HANDLE AND BUMPERS; BALLAST ENCLOSED IN HANDLE; 100 FT 16/3 SOOW CORD AND PART NO. LE-15XP EXPLOSION PROOF PLUG; LIGHT HEAD DIMENSIONS: 2.25 IN. DIAMETER, 27.0 IN. LONG	
16.	NSN 6665-01-481-4192, P/N C091A, INDICATOR,CARBON MONOXIDE, MFGR NAME CARBON MONOXIDE MONITOR, NHA CARBON MONOXIDE DETECTOR P/N BB50-COAA; BREATHER BOX 4240-21-920-8080	

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17.	NSN 6665-01-481-4193, P/N C091EX , INDICATOR,CARBON MONOXIDE, MONITOR CALIBRATION SHOULD BE DONE MONTHLY TO ENSURE ACCURACY; MFGR NAME INTRINSICALLY SAFE CO MONITOR, NHA MODEL BB50-COAAP; END ITEM BREATHER BOX 4240-21-920-8077	
18.	NSN 6665-01-481-4194, P/N C091EXLA , INDICATOR,CARBON MONOXIDE, MANUFACTURER NAME INTRINSICALLY SAFE CO MONITOR, NHA CONTROL PANEL P/N HP4-AXAF; END ITEM COMPRESSOR UNIT 4310-01-446-4979	
19.	NSN 6665-01-552-6039, P/N 048-0153-000 , AUTORAE CONTROLLER KIT, 1 CONTROLLER,TUBING TO CONNECT 2 CYLINDERS OF CALIBRATION GASES,UNIVERSAL POWER SUPPLY,1 PC-PC ETHERNET CABLEFOR FIRMWARE UPGRADING,USER MANUAL,SHIPPING CASE,QUICK START GUIDE	
20.	NSN 6665-01-552-7549, P/N 048-0200-001 , MULTIRAEPLUS CRADLE, MULTIRAE PLUS CRADLE KIT,1 INSTRUMENT CRADLE,CDROM WITH REQUIRED SOFTWARE FOR THE MONITOR AND CONTROLLER,SHIPPING CASE	
21.	NSN 6665-21-914-1293, P/N 0093001010 DETECTOR KIT,GAS, MULTIRAE,DATALOGGING,TWO GAS,LEL/02/PID,C/W 10.6 EV LAMP, NICAD/LITHIUM BATTERY AND CHARGER,ADAPTOR FOR AA BATTERIES, CALIBRATION ADAPTOR WITH TUBING,SOFTWARE PACKAGE, WRIST STRAP,MANUAL,CARRYING CASE	
22.	NSN 6665-01-599-6704, P/N MBB-A1C1E00-020 , MULTI RAE PRO DETECTOR KIT DATALOGGING NON WIRELESS,TWO GAS,LEL/02/PID,C/W 10.6 EV LAMP, LITHIUM ION BATTERY AND CHARGER,ADAPTOR FOR AA BATTERIES, CALIBRATION ADAPTOR WITH TUBING,SOFTWARE PACKAGE, RUBBER BOOT, 6" INLET PROBE, MANUAL, CARRYING CASE OPTIONAL WIRELESS REMOTE	
23.	NSN 8120-01-494-9554, P/N AC-60 , CYLINDER, COMPRESSED GAS, AIR, BREATHING MAXIMUM OPERATING PRESSURE 2400.0 POUNDS PER SQUARE INCH, SPECIFIC GAS FOR WHICH DESIGNED, AIR, CAPACITY RATING 60,000 CUBIC FEET MAXIMUM	
24.	NSN 8120-01-500-8444, P/N AC-87 , CYLINDER , COMPRESSED GAS, AIR, BREATHING MAXIMUM OPERATING PRESSURE 4500.0 POUNDS PER SQUARE INCH, SPECIFIC GAS FOR WHICH DESIGNED, AIR	

ANNEX F: FINANCIAL EVALUATION PLAN

1.0 SCOPE

- 1.1 Purpose: This Financial Evaluation Plan defines the methodology by which each submitted proposal for Repair and Overhaul of Fuel System Confined Space Entry Equipment will be evaluated.
- 1.2 The results of the Financial Evaluation will be used in the Highest Combined Rating of Technical Merit and Price evaluation at Article 4.2 of the request for proposals. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be sixty percent (60%) for the technical merit and forty percent (40%) for the price.

2.0 GENERAL

- 2.1 The Contracting Authority will complete the Financial Evaluation.
- 2.2 Security of Proposal and Channels of Communication: All proposals submitted for evaluation will be handled as CONFIDENTIAL. All communication shall be carried out through the official channels of Public Services and Procurement Canada (PSPC).

3.0 FINANCIAL INPUTS

- 3.1 **Bidders must fill in the blanks at Annex D Basis of Payment.** Bidders must submit their financial bid in accordance with Annex D Basis of Payment. These financial inputs are required by *Table 1: Financial Evaluation Table*.
- 3.2 All financial inputs must be:
- a) firm,
 - b) fully loaded,
 - c) include profit,
 - d) exclude Goods and Services Tax (GST) and Harmonized Sales Tax (HST), and
 - e) in Canadian funds.
- 3.3 Bids not providing fully loaded firm rates for each of the identified categories will be declared non-compliant and will not be given further consideration.

4.0 FINANCIAL EVALUATION

- 4.1 If the proposal is considered responsive, the Contracting Authority will calculate the Total Evaluation Price (TEP) excluding GST/HST of the financial proposal using *Table 1: Financial Evaluation Table*.
- 4.2 The evaluated categories are:
- a) Annex D Basis of Payment 1. a. (Technician Labour)
 - b) Annex D Basis of Payment 1. b. (Contractor Furnished Material (CFM))
 - c) Annex D Basis of Payment 1. c. (Subcontract Work)

5.0 PROCESS

The Contracting Authority uses the following process to calculate the Total Evaluation Price (TEP):

- 5.1 Insert the financial inputs provided by the Bidder into *Table 1: Financial Evaluation Table*.

5.2 For each year:

- Multiply the firm hourly rate by the evaluation figure (hours) provided in *Table 1*.
- Add the firm percentage mark-up and the evaluation figure (Laid-Down Cost of material embodied) provided in *Table 1*.
- Add the firm percentage mark-up and the evaluation figure (Laid-Down Cost of sub-contracting work) provided in *Table 1*.

Note: The category evaluation figures (hours, Laid-Down Cost of material embodied, and Laid-Down Cost of sub-contracting) provided in *Table 1* are provided for evaluation purposes only. They are not a commitment that this level of effort will be undertaken.

5.3 Subtotal prices for each year.

5.4 Add the subtotals together for the Total Evaluation Price (TEP) excluding GST/HST.

5.5 The Bidder's TEP will be input in the *Table 2: Financial Evaluation Results Table*.

5.6 The Bidder's TEP will be used in the Highest Combined Rating of Technical Merit and Price Evaluation.

Table 1: Financial Evaluation Table

Bidder “_____”					
Categories by Year	Evaluation Figures (hours, Laid-Down Cost of material embodied, and Laid-Down Cost of sub-contracting work)		Financial Inputs (firm hourly rate, firm percentage mark-up, and firm percentage mark-up)		Subtotals
Year 01					
Technician Labour:	250	x	\$ _____	=	\$ _____
Contractor Furnished Material:	\$22,000.00	+	_____ %	=	\$ _____
Sub-contracting Work:	\$63,000.00	+	_____ %	=	\$ _____
Year 01 Total:					\$ _____
Year 02					
Technician Labour:	140	x	\$ _____	=	\$ _____
Contractor Furnished Material:	\$21,000.00	+	_____ %	=	\$ _____
Sub-contracting Work:	\$45,000.00	+	_____ %	=	\$ _____
Year 02 Total:					\$ _____
Year 03					
Technician Labour:	250	x	\$ _____	=	\$ _____
Contractor Furnished Material:	\$21,000.00	+	_____ %	=	\$ _____
Sub-contracting Work:	\$63,000.00	+	_____ %	=	\$ _____
Year 03 Total:					\$ _____
Option Year 01					
Technician Labour:	140	x	\$ _____	=	\$ _____
Contractor Furnished Material:	\$5,000.00	+	_____ %	=	\$ _____

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Sub-contracting Work:	\$45,000.00	+	_____ %	=	\$ _____
Option Year 01 Total:					\$ _____
Option Year 02					
Technician Labour:	250	x	\$ _____	=	\$ _____
Contractor Furnished Material:	\$21,000.00	+	_____ %	=	\$ _____
Sub-contracting Work:	\$63,000.00	+	_____ %	=	\$ _____
Option Year 02 Total:					\$ _____
Total Evaluation Price (excluding GST/HST):					\$ _____

Note: The category evaluation figures (hours, Laid-Down Cost of material embodied, and Laid-Down Cost of sub-contracting) provided in Table 1 are provided for evaluation purposes only. They are not a commitment that this level of effort will be undertaken.

6.0 FINANCIAL EVALUATION RESULTS

Results Statement: The Contracting Authority will complete and sign the following statement.

I certify that the Financial Evaluation associated with W8485-184703 was carried out in accordance with the associated Annex F Financial Evaluation Plan.

I certify the Financial Evaluation Results are as follows in *Table 2: Financial Evaluation Results Table*.

Table 2: Financial Evaluation Results Table

<u>Financial Bid</u>	<u>TEP</u>
Bidder A	
Bidder B	
Bidder C	
Bidder D	
Bidder E	

Signature: _____

Date: _____

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ANNEX G to PART 3 OF THE BID SOLICITATION – ELECTRONIC PAYMENT INSTRUMENTS

(The Bidder must identify which electronic payment instruments they are willing to accept for payment of invoices.)

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

- ☐ () VISA Acquisition Card;
- ☐ () MasterCard Acquisition Card;
- ☐ () Direct Deposit (Domestic and International);
- ☐ () Electronic Data Interchange (EDI);
- ☐ () Wire Transfer (International Only)