



National Defence

Défense nationale

National Defence Headquarters  
Ottawa, Ontario  
K1A 0K2

Quartier général de la Défense nationale  
Ottawa (Ontario)  
K1A 0K2

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À :**

Bid Receiving – PWGSC / Réception des  
soumissions - TPSGC  
11 Laurier St. / 11 rue Laurier  
Place du Portage, Phase III  
Core 0B2 / Noyau 0B2  
Gatineau  
Québec  
K1A 0S5

<b>Title/Titre</b> NISO Filters/ OCIN Filtres	<b>Solicitation No – N° de l'invitation</b> W8486-184800/A
<b>Date of Solicitation – Date de l'invitation</b> 16/07/2018	
<b>Address Enquiries to – Adresser toutes questions à</b> Nom : Amélie Beaulieu Title/Titre : MA&S Officer Senior/ ASM Officier Supérieur, Department of National Defence / Ministère de la Défense Nationale Directorate of Land Procurement / Direction des acquisitions de l'armée de terre Courriel : <a href="mailto:Amelie.Beaulieu@forces.gc.ca">Amelie.Beaulieu@forces.gc.ca</a>	
<b>Telephone No. – N° de téléphone</b> 819-939-0021	<b>FAX No – N° de fax</b> n/a
<b>Destination</b> See Statement of Work herein.	

**Proposal To: National Defence Canada**

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

**Proposition à : Défense nationale 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 et services énumérés ici et sur toute feuille ci-annexée, au(x) prix indique(s).

**Instructions:**

**Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.**

**Instructions: Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.**

**Solicitation Closes –  
L'invitation prend fin**

At – à :

02:00 PM Eastern Daylight Time (EDT)  
14:00 Heure avancée de l'Est (HAE)

On - le :  
September 04, 2018  
4 septembre, 2018

Delivery required - Livraison exigée	Delivery offered - Livraison proposée
Vendor Name and Address - Raison sociale et adresse du fournisseur	
Name and title of person authorized to sign on behalf of vendor (type or print) - Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'imprimerie)	
Name/Nom _____	Title/Titre _____
Signature _____	Date _____

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1            General Information: provides a general description of the requirement;
- Part 2            Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3            Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4            Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5            Certifications and Additional Information: includes the certifications to be provided;
- Part 6            Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by Offerors; and
- Part 7            7A Standing Offer, and 7B, Resulting Contract Clauses:
  - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
  - 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Requirement, the Electronic Payment Instruments and the Pricing Schedule.

### **1.2 Summary**

- 1.2.1 The Contractor must perform the request in accordance with the Requirement at Annex "A".

The Department of National Defence (DND) has a requirement to establish a National Individual Standing Offer (NISO) to procure three type of filters for their vehicles. It is DND's intention to award one (1) Standing Offer for a one (1) year initial period from the date of the issuance of the NISO plus an irrevocable option to extend up to two (2) additional one (1) year period under the same terms and conditions.

- 1.2.2 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-Chile Free Trade Agreement (CCFTA), the Canadian Free Trade (CFTA), the Canada-Peru Free Trade Agreement (CPFTA), the Canada-Columbia Free Trade Agreement (CCoIFTA), the Canada-Panama Free Trade Agreement (CPanFTA), the Canada-Honduras Free Trade Agreement (CHFTA), the Canada-Korea Free Trade Agreement (CKFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA) and the Canada-Ukraine Free Trade Agreement (CUFTA)

### **1.3 Debriefings**

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

## **PART 2 - OFFEROR INSTRUCTIONS**

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

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2018-05-22) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO, with the following modifications:

- a) Section 02, Procurement Business Number is deleted in its entirety.
- b) Section 20(2), Further Information is deleted in its entirety.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days  
Insert: 90 days

### **2.2 Submission of Offers**

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

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to PWGSC will not be accepted.

#### **2.2.1 Equivalent Products**

##### **Equivalent Products:**

- 1) Products that are equivalent in form, fit, function and quality to the item(s) specified in the Request for Standing Offer will be considered where the Offeror:
  - a) designates the brand name, model and/or part number of the substitute product;
- 2) Products offered as equivalent in form, fit, function and quality will not be considered if:
  - a) the offer fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
  - b) the substitute product fails to meet or exceed the mandatory performance criteria specified in the Request for Standing Offer for that item.
- 3) In conducting its evaluation of the offers, Canada may, but will have no obligation to, request Offerors offering a substitute product to provide technical information demonstrating the equivalency (e.g. Drawing, specification, engineering reports and/or test reports), or to demonstrate that the substitute product is equivalent to the item specified in the Request for Standing Offer, at the sole cost of

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Offerors, within 15 calendar days of the request. If the Offeror fails to provide the requested information within the specified delay, Canada may declare the offer non-responsive.

### **Equivalent Products and Replacement Part Number from OEM – Samples**

- 1) If the Offeror offers and equivalent product or a replacement part number from the OEM, Canada reserves the right to request a sample from the Offeror in order to determine its equivalency in form, fit, function, quality and performance to the item specified in the Request for Standing Offer.
- 2) The Offeror must, upon request from the Contracting Authority, provide a sample to the Technical Authority, transportation charges prepaid, and without charge to Canada, within 15 calendar days from the date of request. The sample submitted by the Offeror will remain the property of Canada and will not be considered as part of the deliverables in any resulting contract. If the sample does not meet the requirement of the Request for Standing Offer or the Offeror fails to comply with the request of the Contracting Authority, the offer will be declared non-responsive.

### **2.3 Enquiries - Request for Standing Offers**

All enquiries must be submitted in writing to the Standing Offer Authority no later than fifteen (15) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by Offerors 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 Offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Offerors. Enquiries not submitted in a form that can be distributed to all Offerors may not be answered by Canada.

### **2.4 Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 Offerors.

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## **PART 3 - OFFER PREPARATION INSTRUCTIONS**

### **3.1 Offer Preparation Instructions**

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (three (3) hard copies)

Section II: Financial Offer (one (1) hard copy)

Section III: Certifications (one (1) hard copy)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Bidders may use Attachment 1 to Part 3 to indicate their prices. If Bidders choose to use Attachment 1 to Part 3 to indicate their prices, Bidders must include Attachment 1 to Part 3 in their financial bid.

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.=

#### **Section I: Technical Offer**

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

#### **Section II: Financial Offer**

Bidders must submit their financial bid as follows:

Bidders must submit firm prices, Delivered Duty Paid (DDP) 25CFSD Montreal and 7CFSD Edmonton, Incoterms 2010, Applicable Taxes excluded. The total amount of Applicable Taxes must be shown separately.

Bids must be submitted in Canadian dollars.

#### **Pricing - Multi-Item Bid Solicitation**

Bidders must quote a price for all items identified Annex A in order to be evaluated.

### **3.1.1 Electronic Payment of Invoices - Offer**

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

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

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

### **3.1.2 Exchange Rate Fluctuation**

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

### **Section III: Certifications**

Offerors must submit the certifications required under Part 5.

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

### **4.1 Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

#### **4.1.1 Technical Evaluation**

Bidder must indicate the Part number or Equivalent as noted in ANNEX A, Requirement.

#### **4.1.2 Financial Evaluation**

The price of the offer will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) at 25 CFSD Montreal and 7CFSD Edmonton Incoterms 2010, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

### **4.2 Basis of Selection**

A bid must comply with the all requirements of the Request for Standing Offer to be declared responsive. The responsive bid with the lowest evaluated price on an aggregate basis will be recommended for award of a contract.

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## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by Offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### **5.1 Certifications Precedent to the Issuance of a Standing Offer and Additional Information**

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror 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 offer non-responsive.

#### **5.1.1 Integrity Provisions – Declaration of Convicted Offences**

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

#### **5.1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification**

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

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

## **PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS**

### **6.1 Security Requirements**

There is no security requirement applicable to this request for standing offer.

## **PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

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## **A. STANDING OFFER**

### **7.1 Offer**

**7.1.1** The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex "A".

### **7.2 Security Requirements**

**7.2.1** There is no security requirement applicable to this Standing Offer.

### **7.3 Standard Clauses and Conditions**

All clauses and conditions identified in the Standing Offer and resulting contract(s) 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.

#### **7.3.1 General Conditions**

[2005](#) (2017-06-21) General Conditions - General Conditions – Standing Offers – Goods or Services, apply to and form part of the Standing Offer, with the following modifications:

a. Definition of Minister is modified as follows:

"Canada", "Crown", "Her Majesty" or "the Government" means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that Minister.

### **7.4 Term of Standing Offer**

#### **7.4.1 Period of the Standing Offer**

The period for making call-ups against the Standing Offer is one (1) year from the Standing Offer award.

#### **7.4.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) years irrevocable period, under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 30 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

#### **7.4.3 Shipping Instructions**

Goods must be consigned and delivered to the destination specified in the Call-up:

1. Incoterms 2010 "DDP Delivered Duty Paid" 7 CFSD Edmonton and 25 CFSD Montreal.
2. The Contractor must deliver the goods to Canadian Forces (CF) Supply Depots by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the Depot Traffic Section at the appropriate location shown below. The consignee may refuse shipments when prior arrangements have not been made.
  - a. Department of National Defence  
7 CF Supply Depot

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PO Box 10500 Stn Forces  
Lancaster Park  
Edmonton, Alberta  
T5J 4J5  
Telephone: 780-973-4011, ext. 4524 Telephone: 780-973-4011, ext. 4524

- b. Department of National Defence  
25 CFSD Montreal  
6363 Rue Notre Dame St E.  
Montreal, QC  
H1N 2E9  
Telephone: 1-866-935-8673 (toll free), or  
514-252-2777, ext. 2363 / 4673 / 4282 E-mail: [25DAFCTrafficRDV@forces.gc.ca](mailto:25DAFCTrafficRDV@forces.gc.ca)

## 7.5. Authorities

### 7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Amélie Beaulieu  
Title: MA&S Officer Senior  
Department of National Defence  
Directorate of Land Procurement  
Address: 101 Colonel by Drive  
Ottawa, Ontario  
K1A 0K2  
Attn: Amélie Beaulieu, DLP-4-1-3  
Telephone: 819-939-0021  
E-mail address: [Amelie.Beaulieu@forces.gc.ca](mailto:Amelie.Beaulieu@forces.gc.ca)

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

### 7.5.2 Technical Authority

***[Will be provided at Standing Offer award]***

The Technical Authority for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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

### 7.5.3 Offeror's Representative

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**[Will be provided at Standing Offer award]**

Name and telephone number of the person responsible for:

**General enquiries**

Name: \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Facsimile No. \_\_\_\_\_  
E-mail address: \_\_\_\_\_

**Delivery follow-up**

Name: \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Facsimile No. \_\_\_\_\_  
E-mail address: \_\_\_\_\_

**7.6 Identified Users**

The Identified User authorized to make call-ups against the Standing Offer is: the Department of National Defence, DLP 4 or its authorized representative.

**7.7 Call-up Instrument**

The Work will be authorized or confirmed by the Identified User(s) using form 942 Call-up against a Standing Offer.

**7.8 Limitation of Call-ups**

Individual call-ups against the Standing Offer must not exceed \$ 50,000.00 (Applicable Taxes included).

**7.9 Financial Limitation**

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$ 400,000.00 with Applicable Taxes included unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or four (4) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

**7.10 Priority of Documents**

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2018-06-21), General Conditions – Goods (medium Complexity);
- e) Annex A, Requirement;
- f) the Offeror's offer dated \_\_\_\_\_ **[Will be provided at Standing Offer award]**.

## **7.11 Certifications and Additional Information**

### **7.11.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

## **7.12 Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_ **[Will be provided at Standing Offer award]**.

## **B. RESULTING CONTRACT CLAUSES**

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### **7.1 Requirement**

The Contractor must perform the Work described in the call-up against the Standing Offer.

### **7.2 Standard Clauses and Conditions**

#### **7.2.1 General Conditions**

**2010A** (2018-06-21) - General Conditions - Goods (Medium Complexity) apply to and form part of the Contract, with the following modifications:

a. Definition of Minister is modified as follows:

"Canada", "Crown", "Her Majesty" or "the Government" means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister.

### **7.3 Term of Contract**

#### **7.3.1 Delivery Date**

Delivery must be completed in accordance with the call-up against the Standing Offer.

### **7.4 Payment**

#### **7.4.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid a firm unit price, in Canadian dollars. Customs duties are included and Applicable Taxes are extra

#### **7.4.2 SACC Manual Clauses**

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SACC Manual clause H1001C (2008-05-12), Multiple Payments  
SACC Manual clause C6000C (2017-08-17), Limitation of Price  
SACC Manual clause C2000C (2007-11-30), Taxes – Foreign-based Contractor  
SACC Manual clause C2800C (2013-01-28), Priority Rating  
SACC Manual clause C2801C (2017-08-17), Priority Rating - Canadian based Contractors

### 7.4.3 Electronic Payment of Invoices – Call-up

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s): ***[Will be provided at Standing Offer award]***.

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);

### 7.5 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - a) The original and one (1) copy must be forwarded to the following address for certification and payment.

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

Attention: Amelie Beaulieu, DLP-4-1-3

### 7.6 Insurance

SACC Manual clause G1005C (2016-01-28), Insurance - No Specific Requirement.

### 7.7 Excess Goods

SACC Manual clause B7500C (2006-06-16), Excess Goods

### 7.8 Defence Contract

SACC Manual clause A9006C (2012-07-16), Defence Contract.

### 7.9 Delivery, Inspection and Acceptance

#### 7.9.1 Packaging

The Contractor must prepare all items for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification *D-LM-008-036/SF-000*, DND Minimum Requirements for Manufacturer's Standard Pack. The Contractor must package item number 001 in quantities of 1 (one) by package.

#### 7.9.2 SACC Manual Clauses

SACC Manual clause [D2000C](#) (2007-11-30), Markings

SACC Manual clause [D2001C](#) (2007-11-30), Labelling

SACC Manual clause [D2025C](#) (2017-08-17), Wood Packing Materials

SACC Manual clause [D6010C](#) (2007-11-30), Palletization

SACC Manual clause [D0050C](#) (2007-05-25), End User Certificate

SACC Manual clause [D9002C](#) (2007-11-30), Incomplete Assemblies

#### **7.10 Quality Assurance**

SACC Manual clause [D5545C](#) (2010-08-16), ISO 9001:2008 – Quality Management Systems Requirement (Quality Assurance Code C).

#### **7.11 Foreign Nationals**

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

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

**ANNEX "A" REQUIREMENT**

Line Item Details

Item / Articles	Part Numbers / Numéro de pièces	Description / Description	Unit of Issue / Unité de distribution	Estimated Quantity: Initial periode / Quantité estimée: Période initiale	Estimated Quantity: option year 1 / Quantité estimée: Année d'option 1	Estimated Quantity: option year 2 / Quantité estimée: Année d'option 2	Destination Address / Adresse de la destination	Invoice Address / Adresse de facturation	Security Requirement / Exigence de sécurité	Quality Assurance Code (QAC)/ Code d'assurance de la qualité (CAQ)	Controlled Goods (CTAT or ITAR) / Marchandises contrôlées (AATC ou ITAR)	Trade Agreement // Accords commerciaux
1	3100307 390067200 WF0207400 WF2074	NSN: 4330-01-358-8651  FILTER, ELEMENT, FLUID  P/N: 3100307 NCAGE: 15434; OR P/N: 390067200 NCAGE: K4843; OR P/N: WF0207400 NCAGE: 33457; OR P/N: WF2074 NCAGE: K4843; OR+C6 P/N: WF2074 NCAGE: ZC672; OR P/N: WF2074 NCAGE: ZH590;  OR EQUIVALENT.  If offering an equivalent, please specify: P/N offered: _____ Name of Manufacturer: _____	EA	300	300	300	Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada	The Department of National Defence MGen George R. Pearkes Building 101 Colonel By Drive Ottawa, ON K1A 0K2	NO	C	NO	YES
			EA	200	200	200	Department of National Defence 7 CF Supply Depot PO Box 10500 Stn Forces Lancaster Park Edmonton, AB T5J 4J5 Canada	Attention: DLP 4-1-3	NO	C	NO	YES

2	1500871 15266844 3318853 800038992 9414100881 CU3825970 E8HZ6731-A FF-LF3000 LF0300000 LF3000 Y 109 174 07	NSN: 2940-01-377-2877  FILTER ELEMENT, FLUID  P/N: 1500871 NCAGE: U0747; OR P/N: 15266844 NCAGE: K4285; OR P/N: 3318853 NCAGE: 15434; OR P/N: 3318853 NCAGE: A9271; OR P/N: 800038992 NCAGE: A011G; OR P/N: 800038992 NCAGE: U6F37; OR P/N: 9414100881 NCAGE: K4365; OR P/N: CU3825970 NCAGE: K7334; OR P/N: E8HZ6731-A NCAGE: 57526; OR P/N: FF-LF3000 NCAGE: U0747; OR P/N: LF0300000 NCAGE: 33457; OR P/N: LF3000 NCAGE: K5422; OR P/N: LF3000 NCAGE: U1138; OR P/N: Y 109 174 07 NCAGE: U0747; OR  OR EQUIVALENT.  If offering an equivalent, please specify: P/N offered:  _____ Name of Manufacturer:	EA	300	300	300	Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada	The Department of National Defence MGen George R. Pearkes Building 101 Colonel By Drive Ottawa, ON K1A 0K2  Attention: DLP 4-1- 3	NO	C	NO	YES
			EA	200	200	200	Department of National Defence 7 CF Supply Depot PO Box 10500 Stn ForcesLancaster ParkEdmonton, AB T5J 4J5Canada	NO	C	NO	YES	

3	0399-HH3-001 32/926107 345088 3978134 8320 CV164806H FS20022 FS2002200 R0118523	NSN: 2940-01-558-7221  FLTTER ELEMENT, FLUID  P/N: 0399-HH3-001 NCAGE: 36MV0; OR P/N: 32/926107 NCAGE: CE653; OR P/N: 32/926107 NCAGE: K7599; OR P/N: 32/926107 NCAGE: Z0DL4; OR P/N: 32/926107 NCAGE: Z0GH5; OR P/N: 345088 NCAGE: H2987; OR P/N: 345088 NCAGE: Z04M2; OR P/N: 3978134 NCAGE: ZH590; OR P/N: 8320 NCAGE: 5ABR1: OR P/N: CV164806H NCAGE: K7599; OR P/N: FS20022 NCAGE: 33457; OR P/N: FS20022 NCAGE: ZS373; OR P/N: FS2002200 NCAGE: 33457; OR P/N: R0118523 NCAGE: 56161;	EA	600	600	600	Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada	The Department of National Defence MGen George R. Pearkes Building 101 Colonel By Drive Ottawa, ON K1A 0K2 Attention: DLP 4-1- 3	NO	C	NO	YES
		OR EQUIVALENT  If offering an equivalent, please specify: P/N offered:  Name of Manufacturer:	EA	400	400	400	Department of National Defence 7 CF Supply Depot PO Box 10500 Stn Forces Lancaster Park Edmonton, AB T5J 4J5 Canada			NO	C	NO

**ATTACHMENT 1 TO PART 3 OF THE- BID SOLICITATION**

1.1 Pricing Schedule

1.1.1 Filters

The Bidder must provide firm, all-inclusive pricing as indicated below. Bidders must include Attachment 1 to Part 3 in their financial bid.

**MANDATORY PRICING SHEET**

**Bidders must not submit expenses which fall under the normal cost of doing business.**

<b>Initial Period</b>					
<b>NSN</b>	<b>Delivery</b>	<b>Unit of Issue</b>	<b>Estimated Quantity:</b>	<b>Unit Price</b>	<b>Total Price</b>
NSN: 4330-01-358-8651  FILTER, ELEMENT, FLUID  P/N: 3100307 NCAGE: 15434; OR P/N: 390067200 NCAGE: K4843; OR P/N: WF0207400 NCAGE: 33457; OR P/N: WF2074 NCAGE: K4843; OR P/N: WF2074 NCAGE: ZC672; OR P/N: WF2074 NCAGE: ZH590;	Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada	EA	300	\$ _____	\$ _____
OR EQUIVALENT.  If offering an equivalent, please specify:  P/N offered: _____  Name of Manufacturer: _____	Department of National Defence 7 CF Supply Depot PO Box 10500 Stn Forces Lancaster Park Edmonton, AB T5J 4J5 Canada	EA	200	\$ _____	\$ _____

<p>NSN: 2940-01-377-2877</p> <p>FILTER ELEMENT, FLUID</p> <p>P/N: 1500871 NCAGE: U0747; OR P/N: 15266844 NCAGE: K4285; OR P/N: 3318853 NCAGE: 15434; OR P/N: 3318853 NCAGE: A9271; OR P/N: 800038992 NCAGE: A011G; OR P/N: 800038992 NCAGE: U6F37; OR P/N: 9414100881 NCAGE K4365; OR P/N: CU3825970 NCAGE: K7334; OR P/N: E8HZ6731-A NCAGE: 57526; OR P/N: FF-LF3000 NCAGE: U0747; OR P/N: LF0300000 NCAGE: 33457; OR P/N: LF3000 NCAGE: U1138; OR P/N: LF3000 NCAGE: U1138; OR P/N: Y 109 174 07 NCAGE: U0747; OR</p>	<p>Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada</p>	<p>EA</p>	<p>300</p>	<p>\$ _____</p>	<p>\$ _____</p>
<p>OR EQUIVALENT.</p> <p>If offering an equivalent, please specify:</p> <p>P/N offered: _____</p> <p>Name of Manufacturer: _____</p>	<p>Department of National Defence 7 CF Supply Depot PO Box 10500 Stn Forces Lancaster Park Edmonton, AB T5J 4J5 Canada</p>	<p>EA</p>	<p>200</p>	<p>\$ _____</p>	<p>\$ _____</p>

NSN: 2940-01-558-7221  FLTTER ELEMENT, FLUID  P/N: 0399-HH3-001 NCAGE: 36MV0; OR P/N: 32/926107 NCAGE: CE653; OR P/N: 32/926107 NCAGE: K7599; OR P/N: 32/926107 NCAGE: Z0DL4; OR P/N: 32/926107 NCAGE: Z0GH5; OR P/N: 345088 NCAGE: H2987; OR P/N: 345088 NCAGE: Z04M2; OR P/N: 3978134 NCAGE: ZH590; OR P/N: 8320 NCAGE: 5ABR1; OR P/N: CV164806H NCAGE: K7599; Or P/N: FS20022 NCAGE: 33457; OR P/N: FS20022 NCAGE: ZS373; OR P/N: FS2002200 NCAGE: 33457; OR P/N: R0118523 NCAGE: 56161;  OR EQUIVALENT  If offering an equivalent, please specify:  P/N offered: _____  Name of Manufacturer: _____	Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada	EA	600	\$ _____	\$ _____
	Department of National Defence 7 CF Supply Depot PO Box 10500 Stn Forces Lancaster Park Edmonton, AB T5J 4J5 Canada	EA	400	\$ _____	\$ _____
				Taxes	\$ _____
				Total	\$ _____

<b>Extended Standing Offer Period 1 (If Option is Exercised)</b>					
<b>NSN</b>	<b>Delivery</b>	<b>Unit of Issue</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Total Price</b>
NSN: 4330-01-358-8651  FILTER, ELEMENT, FLUID  P/N: 3100307 NCAGE: 15434; OR P/N: 390067200 NCAGE: K4843; OR P/N: WF0207400 NCAGE: 33457; OR P/N: WF2074 NCAGE: K4843; OR P/N: WF2074 NCAGE: ZC672; OR P/N: WF2074 NCAGE: ZH590;	Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada	EA	300	\$ _____	\$ _____
	OR EQUIVALENT.  If offering an equivalent, please specify:  P/N offered: _____  Name of Manufacturer: _____	Department of National Defence 7 CF Supply Depot PO Box 10500 Stn Forces Lancaster Park Edmonton, AB T5J 4J5 Canada	EA	200	\$ _____

<p>NSN: 2940-01-377-2877</p> <p>FILTER ELEMENT, FLUID</p> <p>P/N: 1500871 NCAGE: U0747; OR  P/N: 15266844 NCAGE: K4285; OR  P/N: 3318853 NCAGE: 15434; OR  P/N: 3318853 NCAGE: A9271; OR  P/N: 800038992 NCAGE: A011G; OR  P/N: 800038992 NCAGE: U6F37; OR  9414100881 NCAGE K4365; OR  P/N: CU3825970 NCAGE: K7334; OR  P/N: E8HZ6731-A NCAGE: 57526; OR  P/N: FF-LF3000 NCAGE: U0747; OR  P/N: LF0300000 NCAGE: 33457; OR  P/N: LF3000 NCAGE: U1138; OR  P/N: LF3000 NCAGE: U1138; OR  P/N: Y 109 174 07 NCAGE: U0747; OR</p>	<p>Department of National Defence  25 CFSD Montreal  6363 Rue Notre Dame St E.  Montreal, QC H1N 2E9  Canada</p>	<p>EA</p>	<p>300</p>	<p>\$ _____</p>	<p>\$ _____</p>
<p>OR EQUIVALENT.</p> <p>If offering an equivalent, please specify:</p> <p>P/N offered: _____</p> <p>Name of Manufacturer: _____</p>	<p>Department of National Defence  7 CF Supply Depot  PO Box 10500 Stn Forces  Lancaster Park  Edmonton, AB T5J 4J5  Canada</p>	<p>EA</p>	<p>200</p>	<p>\$ _____</p>	<p>\$ _____</p>

NSN: 2940-01-558-7221  FLTTER ELEMENT, FLUID  P/N: 0399-HH3-001 NCAGE: 36MV0; OR P/N: 32/926107 NCAGE: CE653; OR P/N: 32/926107 NCAGE: K7599; OR P/N: 32/926107 NCAGE: Z0DL4; OR P/N: 32/926107 NCAGE: Z0GH5; OR P/N: 345088 NCAGE: H2987; OR P/N: 345088 NCAGE: Z04M2; OR P/N: 3978134 NCAGE: ZH590; OR P/N: 8320 NCAGE: 5ABR1; OR P/N: CV164806H NCAGE: K7599; Or P/N: FS20022 NCAGE: 33457; OR P/N: FS20022 NCAGE: ZS373; OR P/N: FS2002200 NCAGE: 33457; OR P/N: R0118523 NCAGE: 56161;  OR EQUIVALENT  If offering an equivalent, please specify:  P/N offered: _____  Name of Manufacturer: _____	Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada	EA	600	\$ _____	\$ _____
	Department of National Defence 7 CF Supply Depot PO Box 10500 Stn Forces Lancaster Park Edmonton, AB T5J 4J5 Canada	EA	400	\$ _____	\$ _____
				Taxes	\$ _____
				Total	\$ _____

<b>Extended Standing Offer Period 2 (If Option is Exercised)</b>					
<b>NSN</b>	<b>Delivery</b>	<b>Unit of Issue</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Total Price</b>
NSN: 4330-01-358-8651  FILTER, ELEMENT, FLUID  P/N: 3100307 NCAGE: 15434; OR P/N: 390067200 NCAGE: K4843; OR P/N: WF0207400 NCAGE: 33457; OR P/N: WF2074 NCAGE: K4843; OR P/N: WF2074 NCAGE: ZC672; OR P/N: WF2074 NCAGE: ZH590;	Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada	EA	300	\$ _____	\$ _____
	OR EQUIVALENT.  If offering an equivalent, please specify:  P/N offered: _____  Name of Manufacturer: _____	Department of National Defence 7 CF Supply Depot PO Box 10500 Stn Forces Lancaster Park Edmonton, AB T5J 4J5 Canada	EA	200	\$ _____

<p>NSN: 2940-01-377-2877</p> <p>FILTER ELEMENT, FLUID</p> <p>P/N: 1500871 NCAGE: U0747; OR  P/N: 15266844 NCAGE: K4285; OR  P/N: 3318853 NCAGE: 15434; OR  P/N: 3318853 NCAGE: A9271; OR  P/N: 800038992 NCAGE: A011G; OR  P/N: 800038992 NCAGE: U6F37; OR  P/N: 9414100881 NCAGE: K4365; OR  P/N: CU3825970 NCAGE: K7334; OR  P/N: E8HZ6731-A NCAGE: 57526; OR  P/N: FF-LF3000 NCAGE: U0747; OR  P/N: LF0300000 NCAGE: 33457; OR  P/N: LF3000 NCAGE: U1138; OR  P/N: LF3000 NCAGE: U1138; OR  P/N: Y 109 174 07 NCAGE: U0747; OR</p> <p>OR EQUIVALENT.</p> <p>If offering an equivalent, please specify:</p> <p>P/N offered: _____</p> <p>Name of Manufacturer: _____</p>	<p>Department of National Defence  25 CFSD Montreal  6363 Rue Notre Dame St E.  Montreal, QC H1N 2E9  Canada</p>	<p>EA</p>	<p>300</p>	<p>\$ _____</p>	<p>\$ _____</p>
<p>OR EQUIVALENT.</p> <p>If offering an equivalent, please specify:</p> <p>P/N offered: _____</p> <p>Name of Manufacturer: _____</p>	<p>Department of National Defence  7 CF Supply Depot  PO Box 10500 Stn Forces  Lancaster Park  Edmonton, AB T5J 4J5  Canada</p>	<p>EA</p>	<p>200</p>	<p>\$ _____</p>	<p>\$ _____</p>

NSN: 2940-01-558-7221  FLTTER ELEMENT, FLUID  P/N: 0399-HH3-001 NCAGE: 36MV0; OR P/N: 32/926107 NCAGE: CE653; OR P/N: 32/926107 NCAGE: K7599; OR P/N: 32/926107 NCAGE: Z0DL4; OR P/N: 32/926107 NCAGE: Z0GH5; OR P/N: 345088 NCAGE: H2987; OR P/N: 345088 NCAGE: Z04M2; OR P/N: 3978134 NCAGE: ZH590; OR P/N: 8320 NCAGE: 5ABR1; OR P/N: CV164806H NCAGE: K7599; Or P/N: FS20022 NCAGE: 33457; OR P/N: FS20022 NCAGE: ZS373; OR P/N: FS2002200 NCAGE: 33457; OR P/N: R0118523 NCAGE: 56161;  OR EQUIVALENT  If offering an equivalent, please specify:  P/N offered: _____  Name of Manufacturer: _____	Department of National Defence 25 CFSD Montreal 6363 Rue Notre Dame St E. Montreal, QC H1N 2E9 Canada	EA	600	\$ _____	\$ _____
	Department of National Defence 7 CF Supply Depot PO Box 10500 Stn Forces Lancaster Park Edmonton, AB T5J 4J5 Canada	EA	400	\$ _____	\$ _____
				Taxes	\$ _____
				Total	\$ _____

### **ANNEX "B" ELECTRONIC PAYMENT INSTRUMENTS**

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

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