



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scotia

B3J 1T3

Bid Fax: (902) 496-5016

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Atlantic Region Acquisitions/Région de l'Atlantique
Acquisitions

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scot

B3J 1T3

Title - Sujet Weathertight Doors	
Solicitation No. - N° de l'invitation F5561-180478/A	Date 2018-07-31
Client Reference No. - N° de référence du client F5561-18-0478	
GETS Reference No. - N° de référence de SEAG PW-\$HAL-201-10475	
File No. - N° de dossier HAL-8-81086 (201)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-08-16	
Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Crocker, Quentin	Buyer Id - Id de l'acheteur hal201
Telephone No. - N° de téléphone (902) 478-8034 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF FISHERIES AND OCEANS MARITIMES REGIONAL HQ BLDG 50 DISCOVERY DR - LEVEL 4 DARTMOUTH NOVA SCOTIA B2Y4A2 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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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HAL201
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PART 1 - GENERAL INFORMATION

1.1 Requirement

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

1.2 Debriefings

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

1.3 Trade Agreements

The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).

1.4 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 information.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 90 days

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 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) specified 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.
 - 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 entirely 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_send_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 of the solicitation in order to register for the epost Connect service.
 - g. For bids transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:
 - i. receipt of a garbled, 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.

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- 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 the 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:

Bid Receiving Public Works and Government Services Canada

1713 Bedford Row
Halifax, Nova Scotia, B3J1T3

E-mail: TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca

Note: Bids/Offeres will be not be accepted if emailed directly to this email address. This email is to initiate an ePost Connect conversation, as detailed in the Standard Instructions.

Facsimile: (902) 496-5016

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.

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.

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](#).

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 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 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 (2 hard copies)
Section II: Financial Bid (1 hard copy)
Section III: Certifications (1 hard copy)

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

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

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

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;

- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

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

Section II: Financial Bid

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

3.1.1 Electronic Payment of Invoices – Bid

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

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

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

3.1.2 Exchange Rate Fluctuation

SACC Manual Clause [C3011T](#) (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

The technical evaluation will assess whether all mandatory requirements are met using the information provided with a bid. Canada reserves the right, but is under no obligation to clarify any information or compliance with a mandatory requirement with a bidder.

Bidders are to complete and certify, via signature, Annex "C" Technical Evaluation Criteria as requested therein.

4.1.2 Financial Evaluation

SACC Manual Clause [A0220T](#) (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Basis of Selection – Mandatory Technical Criteria

SACC Manual Clause [A0031T](#) (2010-08-16), Basis of Selection – Mandatory Technical Criteria

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Statement of Work

The Contractor must provide the items detailed under "Statement of Work" in Annex A.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before December 1st, 2018.

6.4.2 Delivery Points

Delivery of the requirement will be made to:
Canadian Coast Guard – Stores 05C
Warehouse Door # 1
13 Akerley Blvd
Dartmouth, NS
B3B1L6

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Quentin Crocker
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch, Marine Procurement
Address: 1713 Bedford Row, Halifax, NS, B3J3C9

Telephone: (902) 478-8034
Facsimile: (902) 496-5016
Email: quentin.crocker@pwgsc-tpsgc.gc.ca

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

6.5.2 Technical Authority

The Technical Authority for the Contract is to be identified after award of the resulting contract.

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

Telephone: ____ _

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-
File No. - N° du dossier
HAL-8-81086

Buyer ID - Id de l'acheteur
HAL201
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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.

6.5.3 Contractor's Representative

To be named upon award of contract.

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex B. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work

6.6.2 Single Payment

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

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

6.6.3 Electronic Payment of Invoices – Contract

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

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

6.7 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed. Invoices must be distributed as follows:

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- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws

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

6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2016-04-04), General Conditions- Goods (Medium Complexity)
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment
- (e) the Contractor's bid dated _____.

6.11 SACC Manual Clauses

SACC Manual Clause [D2025C](#) (2017-08-17), Wood packaging materials
SACC Manual Clause [B7500C](#) (2016-06-16), Excess Goods
SACC Manual Clause [G1005C](#) (2016-01-28), Insurance

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ANNEX "A"
REQUIREMENT

CCGS Hudson
Weather Tight Doors
Specification Number 18-H011-011-4

1: SCOPE:

The Intent of this specification is to procure twelve (12) weather tight doors required for renewal on the vessel CCGS Hudson.

2: TECHNICAL DESCRIPTION:

2.1 General

- 2.1.1 Contractor shall provide a quote for ten (10) single and two (2) double weather tight doors as described in this specification and as represented in Diagram 1 below to renew the current weather tight doors. Based on our research, we have come to the conclusion that the existing doors were manufactured by Manly Marine Doors.
- 2.1.2 All single doors (10 in total) shall be a single steel plate and frame construction with 8 stainless steel roller dogs and quick acting lever.
- 2.1.3 All double doors (2 in total) shall be a single steel plate and frame construction with 11 stainless steel roller dogs and quick acting lever.
- 2.1.4 All doors shall have 10" Port light complete with dead light cover.
- 2.1.5 All doors shall be primed and finished with a minimum of 2 coats of marine grade enamel (baked on finish), white in color.
- 2.1.6 All hinges and dogs shall be fitted with stainless steel grease fittings. The grease fittings shall be located so that they will be easily accessible after installation. All Grease fittings shall be complete with removable dust caps.
- 2.1.7 All door panels shall be insulated on their interior sections and protected from damage.
- 2.1.8 Contractor shall provide documentation that indicates each door meets Transport Canada Marine Safety and Security (TCMSS) regulations and Lloyd's Class Society approval. Each door shall have their TCMSS and Class Society approval information stamped on the door or a tag permanently affixed to the door in a location that is accessible and legible after installation but protected from wear and damage.
- 2.1.9 Each door shall come complete with weld in frames suited for each location. The frames shall be primed only – contractor must use weldable primer.
- 2.1.10 Contractor shall include in their bid, all hardware required to mount and put into service the doors supplied. This shall include but not be limited to all screws, bolts, nuts, washers, handles, leavers, hinges, shims, seals or pads.

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- 2.1.11 Contractor shall provide Coast Guard Technical Authority (CGTA), for approval, a preliminary Breakdown of Material (BOM) for the doors as well as drawings of each door complete with all dimensions, a list of associated parts and part numbers and authorised suppliers for these parts. This shall be submitted for CGTA approval no later than 2 weeks after contract award as per Milestone #1
- 2.1.12 Contractor shall provide a detailed schedule of manufacturing. This schedule shall include milestones for every two doors completed as per the milestone chart included in this specification, Section 4 after paragraph 4.1. CGTA shall be given the opportunity to view the doors at the contractor's facility after milestone #2 (first two single doors) is completed (prior to coatings being applied) and after all doors are completed (post coatings), but prior to shipping as per milestone #9. This detailed schedule shall be completed and submitted as a part of the overall bid package. Each milestone will be reported to CGTA and those that do not require a site visit, as determined by the CGTA in consultation with Contractor, will be assessed through photographic evidence and applicable supporting documentation provided by Contractor that the milestone has been met.
- 2.1.13 If the contractor should fall behind on design or production of equipment, it shall incur all costs necessary to meet the delivery dates required, through increased production hours, wage premiums, expedited shipping or otherwise. If partial shipments are requested or necessary at any point because of a delay, contractor shall be responsible for any and all costs incurred as a result. If contractor fails to meet a set milestone, CGTA reserves the right to cancel the contract for all unfinished doors.
- 2.1.14 Contractor shall provide with their bid package, evidence of recent manufacturing of Lloyd's and Transport Canada approved marine, weather tight doors.
- 2.1.15 Contractor shall include the cost, in their overall bid, for crating & protecting from damage each door unit and shipping to the following address:
CCG 05C Warehouse
13 Akerley Blvd. Door #1
Dartmouth, NS
B3B 5X1
- Individual shipping crates must be permanently identified on the outer structure as to their contents, specification number, unit # of total number being shipped long with the vessel name – CCGS Hudson.
- 2.1.16 Contractor shall ensure doors are manufactured to TCMSS regulatory requirements and applicable Classification Society rules and delivered along with all required approvals by no later than December 1st, 2018.

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- 2.1.17 Contractor shall provide a unit price for each single door and each double door separately in their overall bid. These prices will be used as an evaluation tool for adjustment purposes, based on the overall bid and may be used in the event of a contract amendment through PSPC 1379 action.

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3: REFERENCES:

3.1 Guidance Drawings/Nameplate Data

Location	Handling	Top to Bottom		Side to Side		Coaming Height
		Overall Door Dimension	Clear Opening	Overall Door Dimension	Clear Opening	
		mm	mm	mm	mm	mm
1) Winch Room Entrance	RHR	1815	1665	900	750	430
2) Science Staff Entrance Port	LHR	1750	1600	900	750	420
3) Science Staff Entrance Stbd	RHR	1750	1600	900	750	420
4) Nurse's Entrance Port	LHR	1760	1610	980	830	420
5) Nurse's Entrance Stbd	RHR	1760	1610	980	830	420
6) Quarter Deck Entrance	LHR	1700	1550	870	720	430
7) Hanger Entrance Port	RHR	1670	1520	760	610	465
8) Hanger Entrance Stbd	LHR	1670	1520	760	610	465
9) Pango Winch	LHR	1750	1600	890	740	580
10) Aft GP Lab Port	LHR	1760	1610	850	700	370

Side to Side

Top to Bottom

Generic Diagram

Location	Handling	Height		Elevation		Coaming Height
		Overall Door Dimension	Clear Opening	Overall Door Dimension	Clear Opening	
		mm	mm	mm	mm	mm
1) Drawing Office Port		1760	1610	1680	1530	425
2) GP Lab Entrance Stbd		1965	1815	1660	1510	345

Generic Diagram

Height

ELEVATION

Diagram 1

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3.2 Standards and Regulations

1. The doors must meet TCMSS regulatory requirements for their area of installation.
2. The doors must meet applicable Classification Society rules for their area of installation.

3.4 Owner Furnished Equipment

N/A

4: PROOF OF PERFORMANCE:

4.1 Inspection

- Applicable Class Society approvals shall be completed at Contractor's facility and approvals granted prior to final inspection by CGTA and shipping.
- Contractor shall complete Milestone table below and include in their bid. CGTA reserves the right to cancel the remaining doors at any time if milestones are not met. Contractor must provide the CGTA and Public Service and Procurement Canada (PSPC) with as much notice as possible concerning a possible lapse in a milestone date, in order to allow for consultation prior to any decision being made on milestone obligations. Early delivery will be accepted.

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	Milestone	Date scheduled	Date Complete	CGTA Approval
1	Delivery of BOM, Drawings, parts list as per para 2.1.9	2 weeks after contract award date		
2	Doors 1 & 2 complete			
3	CGTA onsite Inspection			
4	Doors 3 & 4 complete (Pictures approved)			
5	Doors 5 & 6 complete (Pictures approved)			
6	Doors 7 & 8 complete (Pictures approved)			
7	Doors 9 & 10 complete (Pictures approved)			
9	Double Doors 1 & 2 complete (Pictures approved)			
9	CGTA Final Approval			
10	Shipped and received			

Milestone Table

CCGS Hudson
Weather Tight Doors
Specification Number 18-H011-011-4

4.2 Testing

- Factory testing as required for Applicable Class Society approvals

4.3 Certification

- Applicable Class Society approvals per para 2.1.7 of this specification

5: DELIVERABLES:

5.1 Reports, Drawings, and Manuals

A detailed work report shall be produced. This detailed work report shall include at a minimum, but not be limited to:

- serial numbers for each door
- Class approval certificates and all testing documents produced in the certification process
- a list of all parts and complete BOM and associated part numbers
- detailed drawings of each door in PDF and CAD format
- a completed folder with pictures marked detailing milestones

The report must be delivered to CGTA within 48 hours of the completion of this scope of work and prior to CGTA approval of the contract for acceptance. Contractor shall provide the CGTA with an electronic copy of all reports on a USB storage device. All reports shall be presented in docx, xlsx, pdf or CAD unless otherwise stated or previously approved in writing by CGTA.

5.2 Spares

N/A

5.3 Training

N/A

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ANNEX "B"

BASIS OF PAYMENT

The contractor will be paid in accordance with the following basis of payment for work performed and the deliverables received, pursuant to the contract.

DDP Delivery Duty Paid, O5C Warehouse Dartmouth, NS, Incoterms 2010 firm price for Supply of the following:

Firm lot price DDP (Incoterms 2010) for:

Note:

1. The price is in Canadian Dollars, Applicable Taxes excluded, DDP destination, Canadian customs duties and excise taxes included.

Table A: TCMSS & Lloyd's Certified Weathertight doors

Item	Description	Qty	UoM	Unit cost (CAD)
Single Weathertight Doors				
1	Winch Room Entrance	1	Each	
2	Science Staff Entrance -Port	1	Each	
3	Science Staff Entrance - Stbd	1	Each	
4	Nurses Entrance - Port	1	Each	
5	Nurses Entrance - Stbd	1	Each	
6	Quarter Deck Entrance	1	Each	
7	Hanger Entrance- Port	1	Each	
8	Hanger Entrance- Stbd	1	Each	
9	Pango Winch	1	Each	
10	Aft GP Lab - Port	1	Each	
Double Weathertight Doors				
11	Drawing Office- Port	1	Each	
12	GP Lab Entrance - Stbd	1	Each	
	DDP Delivery on or Before December 1 st , 2018			\$
FIRM LOT PRICE	\$ _____			

Applicable taxes extra

ANNEX "C"

TECHNICAL EVALUATION CRITERIA

Proposals which do not meet all of the Mandatory Technical Requirements at the bid closing will be considered to be non-compliant and will be given no further consideration. The evaluation will only be based on the information provided with the bid. References to Internet sites or information that is not included will not be evaluated.

The Bidder must certify that the equipment complies with each and every one of the Mandatory Technical Specifications specified in Annex "A" Requirement. The bidder should include product literature, such as brochures, engineering drawings or product specification documents. Failure to meet the requirements of all of the Mandatory Technical Specifications will result in the bid being declared as non-compliant.

Mandatory Technical Criteria				
Criteria		Compliance		Reference to bid Page number (if Applicable)
		Met	Not Met	
2.1.2	All single doors (10 in total) shall be a single steel plate and frame construction with 8 stainless steel roller dogs and quick acting lever			
2.1.3	All double doors (2 in total) shall be a single steel plate and frame construction with 11 stainless steel roller dogs and quick acting lever.			
2.1.4	All doors shall have 10" Port light complete with dead light cover.			
2.1.5	All doors shall be primed and finished with a minimum of 2 coats of marine grade enamel (baked on finish), white in color.			
2.1.6	All hinges and dogs shall be fitted with stainless steel grease fittings. The grease fittings shall be located so that they will be easily accessible after installation. All Grease fittings shall be complete with removable dust caps.			
2.1.7	All door panels shall be insulated on their interior sections and protected from damage.			
2.1.8	Contractor shall provide documentation that indicates each door meets Transport Canada Marine Safety and Security			

	(TCMSS) regulations and Lloyd's Class Society approval. Each door shall have their TCMSS and Class Society approval information stamped on the door or a tag permanently affixed to the door in a location that is accessible and legible after installation but protected from wear and damage.			
2.1.9	Each door shall come complete with weld in frames suited for each location. The frames shall be primed only – contractor must use weldable primer.			
2.1.10	All hardware required to mount and put into service the doors supplied. This shall include but not be limited to all screws, bolts, nuts, washers, handles, leavers, hinges, shims, seals or pads.			
2.1.11	Contractor shall provide Coast Guard Technical Authority (CGTA), for approval, a preliminary Breakdown of Material (BOM) for the doors as well as drawings of each door complete with all dimensions, a list of associated parts and part numbers and authorised suppliers for these parts. This shall be submitted for CGTA approval no later than 2 weeks after contract award as per Milestone #1			
2.1.13	If the contractor should fall behind on design or production of equipment, it shall incur all costs necessary to meet the delivery dates required, through increased production hours, wage premiums, expedited shipping or otherwise. If partial shipments are requested or necessary at any point because of a delay, contractor shall be responsible for any and all costs incurred as a result. If contractor fails to meet a set milestone, CGTA reserves the right to cancel the contract for all unfinished doors.			
2.1.14	Contractor shall provide with their bid package, evidence of recent			

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	manufacturing of Lloyd's and Transport Canada approved marine, weather tight doors.			
2.1.16	Contractor shall ensure doors are manufactured to TCMSS regulatory requirements and applicable Classification Society rules and delivered along with all required approvals by no later than December 1 st , 2018.			
5.1	<p>A detailed work report shall be produced. This detailed work report shall include at a minimum, but not be limited to:</p> <ul style="list-style-type: none">• serial numbers for each door• Class approval certificates and all testing documents produced in the certification process• a list of all parts and complete BOM and associated part numbers• detailed drawings of each door in PDF and CAD format• a completed folder with pictures marked detailing milestones			

Bidder certifies compliance to each and every one of the mandatory criteria above:

Date: _____

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ANNEX “D” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

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