



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave. Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

**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

Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

Title - Sujet Commercial Laundry Folder	
Solicitation No. - N° de l'invitation 21537-190412/A	Date 2018-09-11
Client Reference No. - N° de référence du client 21537-190412	
GETS Reference No. - N° de référence de SEAG PW-\$EDM-064-11451	
File No. - N° de dossier EDM-8-41073 (064)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-10-22	Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Scott, Dallas	Buyer Id - Id de l'acheteur edm064
Telephone No. - N° de téléphone (780) 224-7200 ()	FAX No. - N° de FAX (780) 497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Correctional Service Canada Bowden Institution 35022 Range Rd 10 Red Deer County, Alberta T4G 0M8	

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

TITLE: COMMERCIAL LAUNDRY FOLDER

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 REQUIREMENT	3
1.2 DEBRIEFINGS	3
1.3 TRADE AGREEMENTS	3
1.4 EPOST CONNECT SERVICE	3
PART 2 - BIDDER INSTRUCTIONS	4
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	4
2.2 SUBMISSION OF BIDS	4
2.3 ENQUIRIES - BID SOLICITATION	4
2.4 APPLICABLE LAWS	5
2.5 OPTIONAL SITE VISIT	5
PART 3 - BID PREPARATION INSTRUCTIONS	6
3.1 BID PREPARATION INSTRUCTIONS	6
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	8
4.1 EVALUATION PROCEDURES	8
4.2 BASIS OF SELECTION	8
PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION	9
5.1 CERTIFICATIONS REQUIRED WITH THE BID	9
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	9
PART 6 - RESULTING CONTRACT CLAUSES	11
6.1 SECURITY REQUIREMENTS	11
6.2 REQUIREMENT	11
6.3 STANDARD CLAUSES AND CONDITIONS	11
6.4 TERM OF CONTRACT	11
6.5 AUTHORITIES	12
6.6 PAYMENT	13
6.7 INVOICING INSTRUCTIONS	13
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION	14
6.9 APPLICABLE LAWS	14
6.10 PRIORITY OF DOCUMENTS	14
6.11 INSURANCE - NO SPECIFIC REQUIREMENT	14
6.12 SACC MANUAL CLAUSES	14
ANNEX "A"	15
REQUIREMENT	15
ANNEX "B"	16
MANDATORY TECHNICAL CRITERIA	16
ANNEX "C"	19
BASIS OF PAYMENT	19

Solicitation No. - N° de l'invitation
21537-190412/A
Client Ref. No. - N° de réf. du client
21537-190412

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-8-41073

Buyer ID - Id de l'acheteur
EDM064
CCC No./N° CCC - FMS No./N° VME

ANNEX "D"	20
SITE DIAGRAM.....	20
ANNEX "E"	21
ELECTRONIC PAYMENT INSTRUMENTS.....	21

PART 1 - GENERAL INFORMATION

1.1 Requirement

The requirement 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 North American Free Trade Agreement (NAFTA) and 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](#) (2018-05-22), Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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:

<u>BRU:</u>	Western Region Bid Receiving Unit (Edmonton)
<u>Address:</u>	5th Floor, ATB Place Tower, 10025 Jasper Avenue Edmonton, AB T5J 1S6
<u>E-post Connect:</u>	ROReceptionSoumissions.WRBidReceiving@tpsgc-pwgsc.gc.ca Bids/Offer 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.
<u>Bid Fax:</u>	780-497-3510

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

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

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

2.5 Optional Site Visit

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at Bowden Institution in Innisfail, Alberta on 2018-10-04. The site visit will begin at 13:00 MDT, in the Shipping/Receiving Building.

Bidders must communicate with the Contracting Authority no later than 2018-09-28 12:00 MDT to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

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
Section IV: Additional Information

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 (one [1] hard copy OR one [1] fax copy)

Section II: Financial Bid (one [1] hard copy OR one [1] fax copy)

Section III: Certifications (one [1] hard copy OR one [1] fax copy)

Section IV: Additional Information (one [1] hard copy OR one [1] fax copy)

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.

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.

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 “E” Electronic Payment Instruments, to identify which ones are accepted.

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

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

3.1.2 Exchange Rate Fluctuation

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

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS are included in Annex "B", Mandatory Technical Criteria.

4.1.2 Financial Evaluation

In Annex "C", Basis of Payment the Firm Unit Prices for Item 1, Item 2, Item 3, and Item 4 will be added together to obtain the Total Evaluated Bid Price.

SACC *Manual* Clause [A0222T](#) (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

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 Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010A](#) (2018-06-21), 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 2019-03-01.

6.4.2 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "C" of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Dallas Scott
Procurement Officer
Public Services and Procurement Canada
Acquisitions Branch
Western Region

ATB Place, North Tower
5th Floor, 10025 – Jasper Avenue
Edmonton, AB T5J 1S6

Telephone: 780 – 224 – 7200
Facsimile: 780 – 497 – 3510
E-mail address: dallas.scott@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 Project Authority

The Project Authority for the Contract is:

(To be named in the contract)

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

6.5.3 Contractor's Representative

(To be completed by the bidder)

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

Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment - Firm Unit Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s), as specified in Annex "C" for a cost of \$ _____ (*inserted at contract award*). Customs duties are included and Applicable Taxes are extra.

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

6.6.2 Method of Payment

SACC Manual clause [H1001C](#) (2008-05-12), Multiple Payments

6.6.3 SACC Manual Clauses

[C2000C](#) (2007-11-30), Taxes - Foreign-based Contractor

[C2604C](#) (2013-04-25), Customs Duties, Excise Taxes and Applicable Taxes – Non resident

6.6.4 Electronic Payment of Invoices – Contract

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

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

6.7 Invoicing Instructions

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 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 Alberta.

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](#) (2018-06-21), General Conditions - Goods (Medium Complexity);
- (c) Annex "A", Requirement;
- (d) Annex "B", Mandatory Technical Criteria;
- (e) Annex "C", Basis of Payment;
- (f) Annex "D", Site Diagram
- (g) the Contractor's bid dated _____.

6.11 Insurance - No Specific Requirement

SACC Manual Clause [G1005C](#) (2016-01-28), Insurance - No Specific Requirement

6.12 SACC Manual Clauses

[B7500C](#) (2006-06-16), Excess Goods

ANNEX "A"

REQUIREMENT

1. BACKGROUND

Correctional Service Canada (CSC) – Bowden has a requirement for the supply, delivery, installation, and training for one (1) Commercial Laundry Sheet & Cross Folding Machine. CSC – Bowden has a Chicago Ironer Model #GX18-110R. The Contractor must supply a Commercial Laundry Sheet & Cross Folding Machine that is compatible with the Chicago Ironer Model #GX18-110R.

2. DELIVERABLES

- 2.1. Supply and Delivery of one (1) Commercial Laundry Sheet & Cross Folding Machine in accordance with Annex "B", Mandatory Technical Criteria
- 2.2. Installation of machine to electrical utilities.
- 2.3. Demonstration of machine provided to staff, as well as orientation and training of proper operation procedures and for preventative maintenance between service calls. Must provide onsite orientation and training for at least two (2) hours in English language for up to five (5) Laundry Services staff within one (1) week after installation.
- 2.4. Manuals in accordance with Annex "B", Mandatory Technical Criteria upon delivery.

3. CONSTRAINTS AND ASSUMPTIONS

- 3.1. The Contractor must provide all tools and related test equipment to complete the installation. The Contractor will be escorted by a commissionaire or CSC staff member at all times.
- 3.2. The Contractor will be met by CSC staff at the principle entrance and guided on requirements. Entry to the Institution will be allowed to only those who have been successfully cleared for such access and a list of all tools and equipment to be utilized will be provided to the officer in charge of the Principal Entrance prior to entry and all tools will be accounted for prior to leaving the institution at the Principal Entrance.

ANNEX "B"

MANDATORY TECHNICAL CRITERIA

1. DELIVERY

All deliverables identified in Annex "A", Requirement must be completed on or before 2019-03-01.

PLEASE INDICATE:
(TO BE COMPLETED BY BIDDER)

☐ Meet Delivery Requirement

OR

☐ Unable to Meet Delivery Requirement

PLEASE INDICATE:
(TO BE COMPLETED BY BIDDER)

The best delivery date for all deliverables identified in Annex "A", Requirement that can be offered is _____ business days / calendar days / weeks / months after Contract award.

2. MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS

COMPLIANCE MATRIX – MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS

A complete list of the minimum mandatory performance specifications are detailed below in the "Compliance Matrix". Bidders are to clearly demonstrate compliance with each mandatory specification.

1. Bidders **must** show compliance by addressing each performance specification in the Compliance Matrix, whether the product offered "meets" or "does not meet".
2. It is requested that supporting technical documentation, including but not limited to, specification sheets, technical brochures, photographs or illustrations be provided with the bid at solicitation close and be cross-referenced on the Compliance Matrix for each performance specification to outline where in the supporting technical documentation it demonstrates compliance. It is the Bidders responsibility to ensure that the submitted supporting technical documentation provides detail to prove that the proposed product(s) meet the requirements of the Performance Specification. If published supporting technical document is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.
3. If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.
4. Bidders must address any concerns with the performance specifications in written detail to the Contracting Authority before bid closing as outlined in the solicitation document.
5. Failure to meet each performance specification will result in the bid being deemed non-responsive, and be given no further consideration.

COMPLIANCE MATRIX – MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS:

REQUIREMENT	MANUFACTURER OFFERED	MODEL NUMBER OFFERED
Commercial Laundry Sheet & Cross Folding Machine		

ITEM #	PERFORMANCE SPECIFICATION	STATUS (D) Desirable (M) Mandatory	PERFORMANCE SPECIFICATION MET? Indicate either Yes/No	PERFORMANCE SPECIFICATION OFFERED Bidder <u>should</u> indicate how they meet the performance specification by recording this information in this column	CROSS REFERENCE Bidders should cross-reference where this performance specification is indicated in their supporting documents.
M1	Must be compatible with the current Ironing Machine. The Chicago Ironer Model #GX18-110R will feed the sheets from above, directly into the Laundry Sheet and Folding Machine.	M			
M2	Must have single lane operation	M			
M3	Must have minimum surface working width of 3 meters	M			
M4	Must have controls and minimum of 25 programming options	M			
M5	Must have security feature allowing only authorized personnel to access or alter programming	M			
M6	Must have emergency stop feature	M			
M7	Must have self-cleaning photo sensors to maintain correct operation related to lint deposits	M			
M8	Must have first fold, air fold feature	M			
M9	Must have safety switches and guards for all pinch points	M			
M10	Must have electrical specifications that are 3 phase, 208V, 60HZ	M			
M11	Must have anti-static belts and the machine must include an anti-static bar	M			

Solicitation No. - N° de l'invitation
21537-190412/A
Client Ref. No. - N° de réf. du client
21537-190412

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-8-41073

Buyer ID - Id de l'acheteur
EDM064
CCC No./N° CCC - FMS No./N° VME

M12	Must have air pressure indicator gauge	M			
M13	Must have left side discharge (when viewing from front of machine)	M			
M14	Must have speed adjustment capability	M			
M15	Must have all operating manuals, controls, and safety labels must be in English language	M			
M16	Must be mounted on lockable heavy duty casters	M			
M17	Machine components must be approved by CSA (Canadian Standards Association) or equivalent	M			
M18	Machine Manufacturer must be ISO 9001 certified	M			

Solicitation No. - N° de l'invitation
21537-190412/A
Client Ref. No. - N° de réf. du client
21537-190412

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-8-41073

Buyer ID - Id de l'acheteur
EDM064
CCC No./N° CCC - FMS No./N° VME

ANNEX "C"

BASIS OF PAYMENT

- Prices are required for each line item and as per format shown below.
- Prices must be in Canadian Dollars.
- Prices do not include GST; GST will be added to the invoice as a separate line item to any invoices issued as a result of a Contract.
- Prices must be firm.
- Prices must be all inclusive and include any and all applicable charges.

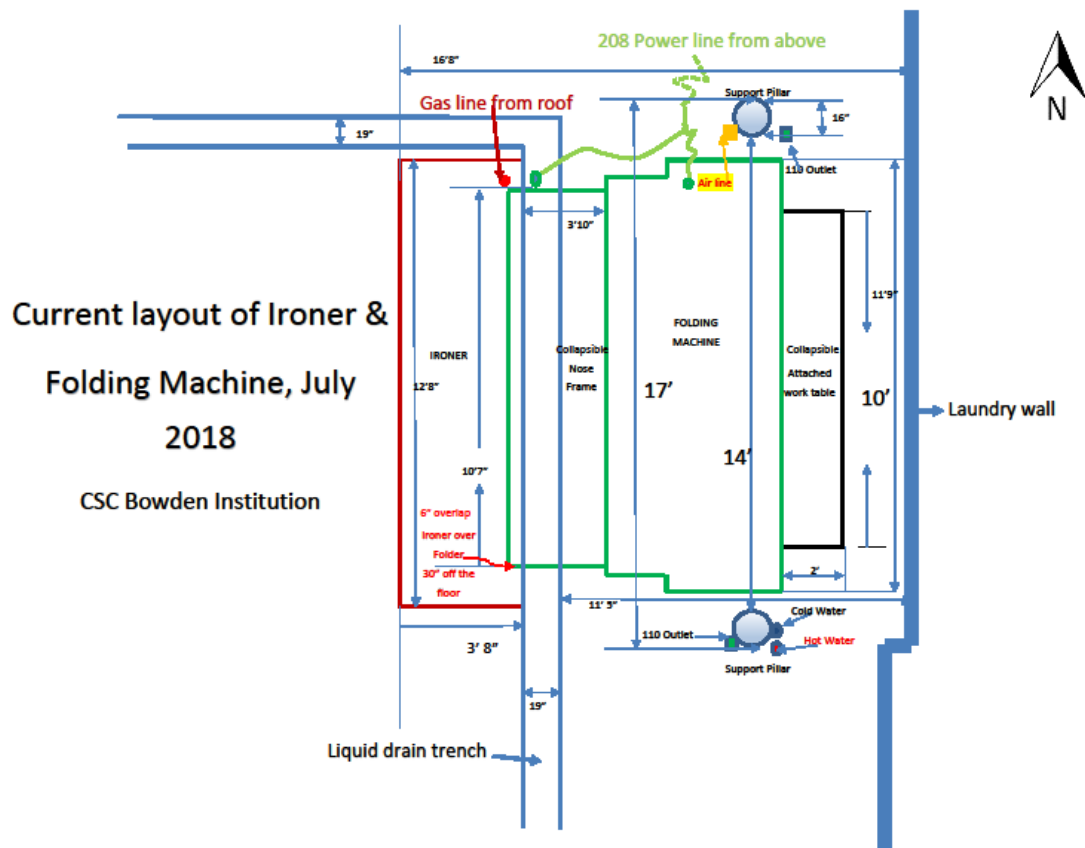
DELIVERY LOCATION

- Bowden Institution
35022 Range Rd 10
Red Deer County, Alberta T4G 0M8

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>FIRM UNIT PRICE</u>
1	Supply of Commercial Laundry Sheet & Cross Folding Machine in accordance with Annex "A", Requirement and Annex "B", Mandatory Technical Criteria	\$ _____
2	Delivery charges for Commercial Laundry Sheet & Cross Folding Machine – Delivery Duty Paid (DDP), Incoterms 2010 to DELIVERY LOCATION	\$ _____
3	On-site assembly and installation in accordance with Annex "A", Requirement	\$ _____
4	Orientation and training in accordance with Annex "A", Requirement	\$ _____
<i>TOTAL EVALUATED BID PRICE (CAD)</i>		\$ _____

ANNEX "D"

SITE DIAGRAM



Solicitation No. - N° de l'invitation
21537-190412/A
Client Ref. No. - N° de réf. du client
21537-190412

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-8-41073

Buyer ID - Id de l'acheteur
EDM064
CCC No./N° CCC - FMS No./N° VME

ANNEX "E"

ELECTRONIC PAYMENT INSTRUMENTS

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

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