



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

## Comments - Commentaires

**Issuing Office - Bureau de distribution**  
Industrial Vehicles & Machinery Products Division  
11 Laurier St./11, rue Laurier  
7B1, Place du Portage, Phase III  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> Agricultural Tractors	
<b>Solicitation No. - N° de l'invitation</b> E60HS-18AGTR/A	<b>Date</b> 2018-10-15
<b>Client Reference No. - N° de référence du client</b> E60HS-18AGTR	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$\$HS-645-75635
<b>File No. - N° de dossier</b> hs645.E60HS-18AGTR	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2021-11-25</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<b>Delivery Required - Livraison exigée</b>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Gautier, Naomi	<b>Buyer Id - Id de l'acheteur</b> hs645
<b>Telephone No. - N° de téléphone</b> (873)353-1813 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> See herein	
<b>Security - Sécurité</b> This request for a Supply Arrangement does not include provisions for security. Cette Demande pour un arrangement ne comprend pas des dispositions en matière de sécurité.	

**Instructions: Voir aux présentes**

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The Request for Supply Arrangements (RFSA) is divided into six parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Supplier Instructions: provides the instructions applicable to the clauses and conditions of the RFSA;
- Part 3 Arrangement Preparation Instructions: provides Suppliers with instructions on how to prepare the arrangement 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 arrangement and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided; and
- Part 6 6A, Supply Arrangement, 6B, Bid Solicitation, and 6C, Resulting Contract Clauses:
  - 6A, includes the Supply Arrangement (SA) with the applicable clauses and conditions;
  - 6B, includes the instructions for the bid solicitation process within the scope of the SA;
  - 6C, includes general information for the conditions which will apply to any contract entered into pursuant to the SA.

The Annexes include the Annex A - Purchase Description, Annex B – Technical Information Questionnaire, Annex C – Template of Request for Proposals and any other annexes.

### **1.2 Summary**

**1.2.1** Canada is seeking to establish Supply Arrangements (SA) to procure Agricultural Tractors, various configurations and ancillary items in accordance with Annex A – Purchase Description.

Suppliers may submit an arrangement for a specific configuration. Each configuration will be evaluated individually. Suppliers must however submit an arrangement for all items within the configuration for which an arrangement is submitted.

**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-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).

**1.2.3** The Request for Supply Arrangements (RFSA) is to establish supply arrangements for the delivery of the requirement detailed in the RFSA to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the resulting supply arrangements.

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**1.2.4** This RFSA allows suppliers to use the epost Connect service provided by Canada Post Corporation to transmit their arrangement electronically. Suppliers must refer to Part 2 of the RFSA entitled Supplier Instructions and Part 3 of the RFSA entitled Arrangement Preparation Instructions for further information on using this method.

### **1.3 Debriefings**

Suppliers may request a debriefing on the results of the request for supply arrangements process. Suppliers should make the request to the Supply Arrangement Authority within 15 working days of receipt of the results of the request for supply arrangements process. The debriefing may be in writing, by telephone or in person.

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## PART 2 - SUPPLIER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Supply Arrangements (RFSA) 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.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the RFSA and accept the clauses and conditions of the Supply Arrangement and resulting contract(s).

The [2008](#) (2018-05-22) Standard Instructions - Request for Supply Arrangements - Goods or Services, are incorporated by reference into and form part of the RFSA.

Subsection 5.4 of [2008](#), Standard Instructions - Request for Supply Arrangements - Goods or Services, is amended as follows:

Delete: 60 days

Insert: 90 calendar days

### 2.2 Suppliers' Conference

A Suppliers' conference will be held at 45, Sacré-Cœur Boulevard, West Entrance, Gatineau, Quebec, J8X 1C6, Thursday November 1<sup>st</sup>, 2018. The conference will begin at 9:30 am EDT. The scope of the requirement outlined in the Request for Supply Arrangements (RFSA) will be reviewed during the conference and questions will be answered. It is recommended that Suppliers who intend to submit an arrangement attend or send a representative.

Suppliers are requested to communicate with the Supply Arrangement Authority before the conference to confirm attendance. Suppliers should provide, in writing, to the Supply Arrangement Authority, the name(s) of the person(s) who will be attending and a list of issues they wish to table no later than Friday, October 26, 2018.

Any clarifications or changes to the RFSA resulting from the Suppliers' conference will be included as an amendment to the RFSA. Suppliers who do not attend will not be precluded from submitting an arrangement.

### 2.3 Submission of Arrangements

Arrangements 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 Supply Arrangements.

### 2.4 Evaluation Period

The evaluation of the arrangement submitted by Suppliers will start on November 27, 2018. Throughout the period of the RFSA, arrangement will be evaluated upon reception.

### 2.5 Federal Contractors Program for Employment Equity – Notification

The Federal Contractors Program (FCP) for employment equity requires that some contractors make a formal commitment to Employment and Social Development Canada (ESDC) - Labour to implement employment equity. In the event that this Supply Arrangement would lead to a contract subject to the Federal Contractors Program (FCP) for employment equity, the bid solicitation and resulting contract templates would include such specific requirements. Further information on the Federal Contractors

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Program (FCP) for employment equity can be found on [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

## **2.6 Enquiries - Request for Supply Arrangements**

All enquiries must be submitted in writing to the Supply Arrangement Authority.

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

## **2.7 Applicable Laws**

The Supply Arrangement (SA) and any contract awarded under the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

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

## PART 3 - ARRANGEMENT PREPARATION INSTRUCTIONS

### 3.1 Arrangement Preparation Instructions

- If the Supplier chooses to submit its arrangement electronically, Canada requests that the Supplier submits its arrangement in accordance with section 08 of the 2008 standard instructions. Suppliers are required to provide their arrangement in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment. The arrangement must be gathered per section and separated as follows:

Section I: Technical Arrangement  
Section II: Certifications

- If the Supplier chooses to submit its arrangement in hard copies, Canada requests that the Supplier submits its arrangement in separately bound sections as follows:

Section I: Technical Arrangement (2 hard copies)  
Section II: Certifications (1 hard 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 Supplier is simultaneously providing copies of its arrangement 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.

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

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

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

In the technical arrangement, Suppliers should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Suppliers do not have to submit an arrangement for all configurations. Each configuration will be evaluated individually.

Suppliers should submit, with their arrangement, the completed Annex B - Technical Information Questionnaire for each configuration for which they are submitting an arrangement.



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Suppliers may propose substitutes and alternatives where "or equivalent" is indicated in the technical requirement description (Purchase Description). Suppliers are encouraged to offer or suggest green solutions whenever possible.

1. Substitutes and alternatives that are equivalent in form, fit, function and performance will be considered for acceptance by the Technical Authority where the Supplier:

- (a) Clearly identifies a substitute and/or an alternative;
- (b) Designates the brand name, model and/or part number of the substitute and/or of the product, where applicable;
- (c) States that the substitute product is fully interchangeable with the item specified in the technical requirement description;
- (d) Provides complete specifications and brochures, where applicable;
- (e) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
- (f) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.

2. Substitutes and alternatives offered as equivalent in form, fit, function and performance will not be considered for acceptance by the technical Authority if:

- (a) The arrangement fails to provide all of the information requested to allow the Technical authority to fully evaluate the equivalency, or;
- (b) The substitutes and/or the alternative fail to meet or fail to exceed the technical requirements specified in the technical requirement description.

## **Section II: Certifications**

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

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

### **4.1 Evaluation Procedures**

- (a) Arrangements will be assessed in accordance with the entire requirement of the Request for Supply Arrangements including the technical evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the arrangements.

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Proof of Compliance**

Suppliers must submit, with their arrangement, all proof of compliance required in the Annex A - Purchase Description and the in Annex B - Technical Information Questionnaire for each configuration for which an arrangement is being submitted.

##### **4.1.1.2 Substitutes and/or Alternatives**

Suppliers proposing substitutes and/or alternatives must provide with their arrangement, all the information as detailed in Part 3, Section I to be considered for evaluation.

### **4.2 Basis of Selection**

An arrangement must comply with the requirements of the Request for Supply Arrangements and meet all mandatory technical evaluation criteria to be declared responsive. All responsive arrangements will be recommended for issuance of a supply arrangement.

## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Suppliers must provide the required certifications and additional information to be issued a supply arrangement (SA).

The certifications provided by Suppliers to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an arrangement non-responsive, or will declare a contractor in default if any certification made by the Supplier is found to be untrue whether made knowingly or unknowingly during the arrangement evaluation period, or during the period of any supply arrangement arising from this RFSA and any resulting contracts.

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

### 5.1 Certifications Required with the Arrangement

Suppliers must submit the following duly completed certifications as part of their arrangement.

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all suppliers must provide with their arrangement, if applicable, the declaration form available on the Forms for the Integrity Regime 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 the Issuance of a Supply Arrangement and Additional Information

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

#### 5.2.1 Integrity Provisions – Required Documentation

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

#### 5.2.2 Product Conformance

The Supplier certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the SA and of any resulting contract, to all technical specifications of the purchase description(s). This certification does not relieve the arrangement from meeting all mandatory technical evaluation criteria detailed in Part 4.

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Supplier's authorized representative signature

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Date

### 5.2.3 General Environmental Criteria Certification

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

A) The Supplier certifies that the Supplier is registered or meets ISO 14001.

\_\_\_\_\_  
Supplier's Authorized Representative Signature

\_\_\_\_\_  
Date

Or

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

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

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

\_\_\_\_\_  
Supplier's Authorized Representative Signature

\_\_\_\_\_  
Date

## **PART 6 - SUPPLY ARRANGEMENT AND RESULTING CONTRACT CLAUSES**

### **A. SUPPLY ARRANGEMENT**

#### **6.1 Arrangement**

The Supply Arrangement covers the Work described in the Purchase Description at Annex A.

#### **6.2 Security Requirements**

There is no security requirement applicable to the Supply Arrangement.

#### **6.3 Standard Clauses and Conditions**

All clauses and conditions identified in the Supply Arrangement 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>) issued by Public Works and Government Services Canada.

##### **6.3.1 General Conditions**

2020 (2017-09-21) General Conditions - Supply Arrangement - Goods or Services, apply to and form part of the Supply Arrangement.

##### **6.3.2 Supply Arrangement Reporting**

The Supplier must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Supply Arrangement. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Supplier must provide this data, in electronic format, using Microsoft Excel (.xls) in accordance with the reporting requirements detailed below.. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Supplier must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Supply Arrangement Authority.

The quarterly reporting periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31;
- 4th quarter: January 1 to March 31.

The reporting requirements includes:

- 1a. Supply Arrangement Number;
- 1b. Supply Arrangement Title;
- 1c. Authorized Users
- 1d. Contract number
- 1e. Invoice date and number
- 1f. Delivery Location
- 1g. Reporting Period (Quarter and Per Fiscal Year);
- 1h. Total Number of Orders and associated value (Applicable taxes included) for the Reporting Period (Quarter);
- 1i. Total Number of Orders and associated value (Applicable taxes included) (Per Fiscal Year);
- 1j. Total Number of Orders and associated value (Applicable taxes included) (For the duration of the

Supply Arrangement)

2a. Configuration number/letter;

2b. Total Number of configuration ordered (Per Quarter and Per Fiscal Year);

2c. Total Number of detailed ancillary items per configuration ordered (Per Quarter and Per Fiscal Year);

2d. Total Number of configuration ordered (Per Identified user);

2e. Total Number of detailed ancillary items per configuration ordered (Per Identified user);

The data must be submitted to the Supply Arrangement Authority no later than 30 calendar days after the end of the reporting period.

## 6.4 Term of Supply Arrangement

### 6.4.1 Period of the Supply Arrangement

The period for awarding contracts under the Supply Arrangement is from \_\_\_\_\_ to \_\_\_\_\_. *(To be inserted by PWGSC)*

### 6.4.2 Comprehensive Land Claims Agreements (CLCAs)

The Supply Arrangement (SA) is for the delivery of the requirement detailed in the SA to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the supply arrangement.

## 6.5 Authorities

### 6.5.1 Supply Arrangement Authority

The Supply Arrangement Authority is:

Name: Naomi Gautier  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Industrial Vehicles, Machinery Products & Logistics Division - HS  
Address: L'Esplanade Laurier (LEL)  
140, O'Connor Street  
East Tower, 4th Floor  
Ottawa (Ontario) K2P 2H6  
Telephone: 873-353-1813  
E-mail address: naomi.gautier@tpsgc-pwgsc.gc.ca

The Supply Arrangement Authority is responsible for the issuance of the Supply Arrangement, its administration and its revision, if applicable.

### 6.5.2 Technical Authority

The Technical Authority for the SA is:

Name: *(to be inserted by PWGSC)*

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

Organization: \_\_\_\_\_

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

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

The Technical Authority is responsible for all matters concerning the technical content of the Purchase Description(s) under the SA. 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 SA amendment issued by the Supply Arrangement Authority.

### **6.5.3 Supplier's Representative *(To be completed by Supplier)***

Name:

Title:

Telephone No:

E-mail address:

## **6.6 Identified Users**

The Identified Users include any government department, agency or Crown Corporation listed in Schedules I, I.1, II, III, of the [Financial Administration Act](#), R.S.C., 1985, c. F-11.

## **6.7 On-going Opportunity for Qualification**

A Notice will be posted on the Government Electronic Tendering Service (GETS) for the duration of the RFSA to allow new Suppliers to become qualified. Existing qualified Suppliers, who have been issued a supply arrangement, will not be required to submit a new arrangement.

## **6.8 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 the Supply Arrangement;
- (b) the general conditions 2020 (2017-09-21) General Conditions - Supply Arrangement - Goods or Services
- (c) Annex A – Purchase Description
- (d) the Supplier's arrangement dated \_\_\_\_\_ *(to be inserted by PWGSC)* as amended  
\_\_\_\_\_ *(to be inserted by PWGSC, if applicable)*

## **6.9 Certifications and Additional Information**

### **6.9.1 Compliance**

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

## **6.10 Applicable Laws**

The Supply Arrangement (SA) and any contract resulting from the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

### **6.11 Technical Changes, Substitutes and Alternatives**

Any technical changes, substitutes and alternatives proposed by the Supplier must be evaluated for acceptance by the Technical Authority. Any substitutes and alternatives must be equivalent in form, fit, function, quality and performance to what is being replaced and must be at no additional cost to Canada.

Substitutes and alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A Supply Arrangement amendment will be issued.

Should the Technical Authority not accept the substitute or the alternative and the Supplier is unable to meet the technical requirement, Canada may terminate the Supply arrangement in accordance with the general conditions stated in the Request for Supply Arrangement.

### **6.12 Substitute Model**

In the event that a model is discontinued, the Supplier must notify the Supply Arrangement Authority. The Supplier can offer, through the Supply Arrangement Authority, a substitute model for acceptance. The substitute model must meet all the technical requirements of the Purchase Description. An administrative revision will be done in the Supply Arrangement to reflect the change in model.

### **6.13 Meeting after issuance of Supply Arrangement**

Within ten (10) calendar days from the effective date of the SA, the Supplier must contact the Supply Arrangement Authority to determine if a meeting is required. A meeting will be convened at Canada's discretion. The Supplier shall be responsible for the preparation and distribution of the minutes of meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Supplier's facilities or at the Supply Arrangement Authority's facility or via teleconference, at Canada's discretion at no additional cost to Canada



## **B. BID SOLICITATION**

### **6.1 Bid Solicitation Documents**

Canada will use the bid solicitation template at Annex "C". The latest versions of the template and terms and conditions will be used at time of bid solicitation. A copy is available by contacting the Supply Arrangement Authority specified in Part 6A section 6.5 Authorities.

### **6.2 Bid Solicitation Process**

- 6.2.1** Bids will be solicited for specific requirements within the scope of the Supply Arrangement (SA) from Suppliers who have been issued a SA.
- 6.2.2** The bid solicitation will be sent directly to Suppliers. The bid solicitation period will be for a minimum of five (5) calendar days.
- 6.2.3** The identified users of the SA will be responsible for the bid solicitation process and the award of individual contracts for requirements not exceeding \$400K (including applicable taxes). PWGSC will be responsible for the bid solicitation process and award of individual contracts exceeding \$400K (including applicable taxes).
- 6.2.4** The following forms must be used for the first page of the bid solicitation document and the first page of the resulting contract document. These forms are available on the Electronic Forms Catalogues ([http://publiservice-app.tpsgc-pwgsc.gc.ca/forms/text/search\\_for\\_forms-e.html](http://publiservice-app.tpsgc-pwgsc.gc.ca/forms/text/search_for_forms-e.html)) website.

*PWGSC-TPSGC 9400-3, Bid Solicitation*  
*PWGSC-TPSGC 9400-4, Contract*

Solicitation No. - N° de l'invitation  
E60HS-18AGTR/A  
Client Ref. No. - N° de réf. du client  
E60HS-18AGTR

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hs645.E60HS-18AGTR

Buyer ID - Id de l'acheteur  
hs645  
CCC No./N° CCC - FMS No./N° VME

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## **C. RESULTING CONTRACT CLAUSES**

### **6.1 General**

The conditions of any contract awarded under the Supply Arrangement will be in accordance with the resulting contract clauses of the template used for the bid solicitation.

For any contract to be awarded using the template, general conditions 2010A will apply to the resulting contract.

The latest versions of the template and terms and conditions will be used at time of bid solicitation. A copy is available by contacting the Supply Arrangement Authority specified in Part 6A section 6.5 Authorities.

Solicitation No. - N° de l'invitation  
E60HS-18AGTR/A  
Client Ref. No. - N° de réf. du client  
E60HS-18AGTR

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hs645.E60HS-18AGTR

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hs645  
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## ANNEX A – PURCHASE DESCRIPTION

[\(View Attachments\)](#)

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## APPENDIX 1 - PURCHASE DESCRIPTION AGRICULTURAL TRACTOR

( [View Attachments](#) )

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E60HS-18AGTR

Amd. No. - N° de la modif.  
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hs645  
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## ANNEX B- TECHNICAL INFORMATION QUESTIONNAIRE

( [View Attachments](#) )

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Client Ref. No. - N° de réf. du client  
E60HS-18AGTR

Amd. No. - N° de la modif.  
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hs645.E60HS-18AGTR

Buyer ID - Id de l'acheteur  
hs645  
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## ANNEX C - TEMPLATE OF REQUEST FOR PROPOSALS

**NOTE:** *The latest versions of the template and terms and conditions will be used at time of bid solicitation. A copy is available by contacting the Supply Arrangement Authority specified in Part 6A section 6.5 Authorities.*