



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Travaux publics et Services gouvernementaux
Canada

Place Bonaventure, portail Sud-Oue
800, rue de La Gauchetière Ouest

7e étage, suite 7300

Montréal

Québec

H5A 1L6

FAX pour soumissions: (514) 496-3822

**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

Title - Sujet Dental imaging scanner	
Solicitation No. - N° de l'invitation 21301-195043/A	Date 2018-11-23
Client Reference No. - N° de référence du client 21301-195043	
GETS Reference No. - N° de référence de SEAG PW-\$MTA-490-15116	
File No. - N° de dossier MTA-8-41206 (490)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-01-07	Time Zone Fuseau horaire Heure Normale du l'Est HNE
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: Sirois, Richard	Buyer Id - Id de l'acheteur mta490
Telephone No. - N° de téléphone (514) 718-5993 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: SERVICE CORRECTIONNEL DU CANADA A/S CHEF, SERVICE DE SANTÉ LIEUX VARIÉS-voir adresses du devis Québec Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Travaux publics et Services gouvernementaux Canada
Place Bonaventure, portail Sud-Oue

800, rue de La Gauchetière Ouest

7e étage, suite 7300

Montréal

Québec

H5A 1L6

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

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PART 1 - GENERAL INFORMATION

1 Requirement

The requirement is detailed under Article 6.2 of the resulting contract clauses.

1.1 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.

1.2 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), the Canada-Chile Free Trade Agreement, the Canada-Colombia Free Trade Agreement, the Canada-Honduras Free Trade Agreement, the Canada-Korea Free Trade Agreement, the Canada-Panama Free Trade Agreement and the Canadian Free Trade Agreement (CFTA).

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.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 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 Quebec.

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

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

- Section I: Technical Bid (2 hard copies)
- Section II: Financial Bid (1 hard copies)
- Section III: Certifications (1 hard 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 “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

[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

4.1.1.1 Mandatory Technical Criteria

It is mandatory to provide the technical / descriptive documents of the product you are offering (eg drawing, sheet, sketch, etc.) or a description to allow its technical evaluation. Failure to do so will render the bid non-responsive.

You must demonstrate in your technical bid that your product is compliant with **Annex C Mandatory Technical Criteria**

4.1.2 Financial Evaluation

SACC Manual Clause [A0222T](#) (2014-06-26), Evaluation of Price – Canadian / Foreign Bidders.

The bidder must complete all the prices requested in Annex “B” in order to be able to perform the complete financial evaluation.

The price of the offer will be determined as follows:
Total price (1+2+3+4+5+6+7+8+9+10+11) = evaluation price.

4.2 Basis of Selection

4.2.1 SACC Manual Clause – Mandatory Technical Criteria

A0031T (2010-08-16), 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

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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".

6.2.1 Optional Goods and/ Services

The Contractor grants to Canada the irrevocable option to acquire the goods described at Annex A of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

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.

6.3.1.1 Warranty Period

Section 09 of general conditions [2010A](#) (2018-06-21) is amended by replacing the period of 12 months by 24 months.

All other provisions of the warranty section remain in effect.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to March 31st, 2020 inclusive.

6.4.2 Delivery Date

While delivery is requested by January 31st, 2019, the best delivery that could be offered is _____ .

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" section 2.17 of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Richard Sirois
Title: Supply specialist, Quebec region
Public Works and Government Services Canada
Acquisitions Branch

Telephone: 514-718-5993
E-mail address: richard.sirois@tpsgc-pwgsc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is:

Will be indicated when the contract is awarded

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

Name : _____
Title : _____
Organisation : _____
Address : _____

Telephone : ____ - ____ - _____
Fax : ____ - ____ - _____
Email : _____

6.6 Payment

6.6.1 Basis of Payment (Firm price)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex B, for a cost of \$_____. 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 Limitation of Expenditure

SACC *Manual* clause [C6000C](#) (2017-08-17), Limitation of Price

6.6.3 SACC Manual Clauses

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

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

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

[C2605C](#) (2008-05-12), Canadian Customs Duties and Sales Tax – Foreign-based Contractor

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);

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.

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

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

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, Basis of payment;
- (e) the Contractor's bid dated _____

6.11 SACC Manual Clauses

[B1501C](#) (2018-06-21), Electrical equipment;

[A9068C](#) (2010-01-11), Government site regulations;

[G1005C](#) (2016-01-28), Insurance – No Specific Requirement;

ANNEX "A" REQUIREMENT



CORRECTIONAL SERVICE CANADA

CHANGING LIVES. PROTECTING CANADIANS.



QUOTE

Dental imaging scanner

**ARCHAMBAULT INSTITUTION / LA MACAZA / REGIONAL
RECEPTION CENTRE / FEDERAL TRAINING CENTRE**

1.0 REQUIREMENTS

Context

Correctional Service Canada (CSC) must provide dental care to inmates in accordance with the modalities and standards in effect.

Need

Consequently, the Regional Hospital of the Archambault Institution, La Macaza Institution, the Federal Training Centre and the Regional Reception Centre (CSC) need to acquire a dental imaging scanner (*similar to the model PSPIX2 – ACTEON*) that will be delivered and installed in the dentists' offices.

2.0 MANDATORY TECHNICAL CRITERIA

- 2.1 The voltage of the device is 120 volts, 60 HZ;
- 2.2 Fast scan time, under 30 seconds;
- 2.3 The device must be compatible with the Windows 10 operating system;
- 2.4 The imaging plates must be flexible;
- 2.5 The imaging plates must be available in several sizes;
- 2.6 The imaging plates must be hygienic (without risk of cross-contamination) and reusable;
- 2.7 The imaging plates must be wireless;
- 2.8 The scanning device must possess an automated process with easy operation;
- 2.9 The device must be of a small size, maximum: L 250mm x D 300mm x H 300mm;
- 2.10 The device must have a touch screen;
- 2.11 An intuitive and easy-to-use software must be provided with each device (simple and easy to understand for a minimum of manipulation);
- 2.12 The outside of the device should be easy to be cleaned;
- 2.13 The device must include a set of two (2) imaging plates of three (3) different sizes;
- 2.14 The device must include an envelope and protector for imaging plates of three (3) different sizes.

- 2.15 Training will be provided in French for the use of the device and it must be given on site, in each institution, to the personnel of the health services, (minimally to the dentist and dentist's assistant). The price associated to this training must be included in the purchase price.
- 2.16 Upon delivery of the scanner, the device must be accompanied by an instructions manual in French and in English. Containing the instructions for installation, operation and maintenance of equipment either in paper or electronic format.
- 2.17 The devices must be delivered to the following addresses:

1 – Dental imaging scanner

La Macaza Institution / *Attention: Chief, Health Care Services*
321, chemin de l'aéroport
La Macaza (Québec) J0T 1R0
Financial Code: 35200.801.00000.582.09207.4.1

2 – Dental imaging scanners

Regional Reception Centre (2 scanners) / *Attention: Chief, Health Care Services*
246, montée Gagnon
Sainte-Anne-des-Plaines (Québec) J0N 1H0
Financial Code: 34300.801.00000.582.09207.4.1

1 – Dental imaging scanner

Federal Training Centre / *Attention: Chief, Health Care Services*
6099, boul. Lévesque East
Laval (Québec) H7C 1P1
Financial Code: 32000.801.00000.582.09207.4.1

1 – Dental imaging scanner

Archambault Institution (minimum) / *Attention: Chief, Health Care Services*
244, montée Gagnon
Sainte-Anne-des-Plaines (Québec) J0N 1H0
Financial Code: 34100.801.00000.582.09207.4.1

1 – Dental imaging scanner

Regional Hospital of the Archambault Institution / *Attention: Chief, Health Care Services*
242, montée Gagnon
Sainte-Anne-des-Plaines (Québec) J0N 1H0
Financial Code: 34100.801.00000.582.09207.4.1

3.0 ASSISTANCE/TECHNICAL SUPPORT

- 3.1 The contractor must be available from 8:00am to 4:00pm Monday to Friday. The contractor's technician must return the service call within 24 hours following the call from the institution, for the duration of the two-year (2) warranty.
- 3.2 The technician must indicate when he will appear within five (5) business days following his return call. CSC will place service calls directly with the service provider and the technician to report for the work will contact the Chief, Health Care Services, either by email or phone, to arrange for a visit to the institution.
- 3.3 The technician(s) must provide a verbal report and a detailed written report to the manager on site regarding the repairs made after each visit.
- 3.4 The contractor must perform all work in French.
- 3.5 No fee whatsoever (travel allowance, meal expenses, service call, etc.) will be charged during the warranty period of two (2) years.
- 3.6 The winning bidder will be required to contact the Project Authority prior to delivery to complete the institutional access authorization process for the representatives who will deliver the goods and offer the training.

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ANNEX "B" BASIS OF PAYMENT

Item	Description	Quantity	Unit Price*	Total*
1.	Dental Imaging Scanner	6 <i>(delivery prior to January 31, 2019)</i>		
2.	La Macaza instritution			
	Delivery	1		
	Training	1		
3.	Regional Reception Centre (Sainte-Anne-des-Plaines) (2 Scanner)			
	Delivery	1		
	Training	1		
4.	Federal Training Centre (Laval)			
	Delivery	1		
	Training	1		
5.	Archambault Institution (Sainte-Anne-des-Plaines)			
	Delivery	1		
	Training	1		
6.	Regional Hospital of the Archambault Institution (Sainte-Anne-des-Plaines)			
	Delivery	1		
	Training	1		
Grand Total				

*Applicable taxes not included

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ANNEX « B » BASIS OF PAYMENT (continued)

Optional Goods**

Item	Description	Quantity	Unit Price*	Total*
7.	Dental Imaging Scanner	4 <i>(delivery prior to March 31, 2020)</i>		
8.	Drummond Institution			
	Delivery	1		
	Training	1		
9.	Cowansville Institution			
	Delivery	1		
	Training	1		
10.	Joliette Institution			
	Delivery	1		
	Training	1		
11.	Port-Cartier Institution			
	Delivery	1		
	Training	1		
			Grand Total	

*Applicable taxes not included

**For financial evaluation purposes only, the quantity of 4 will be used for additional devices.

ANNEX "C" MANDATORY TECHNICAL CRITERIA

Bidder must clearly demonstrate in the technical submission that product is compliant with those particular specification.

Mandatory Technical Criteria	Specify the area in the bid documentation showing the mandatory specifications requested.
1. The voltage of the device must be 120 volts, 60 HZ	
2. Fast scan time, under 30 seconds	
3. The device must be compatible with Windows 10 operating system	
4. The imaging plates must be flexible	
5. The imaging plates must be available in 3 different sizes	
6. The imaging plates must be hygienic and reusable	
7. The imaging plates must be wireless	

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ANNEX "D" 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);