



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government  
Services Canada/Réception des  
soumissions/Travaux publics et Services  
gouvernementaux Canada  
Building S-111, Rm C-114  
101 Menin Rd. Garrison Petawawa  
Petawawa  
Ontario  
K8H 2X3  
Bid Fax: (613) 687-6656

## 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

Address inquiries to the Contracting Authority at  
wayne.cook@pwgsc-tpsgc.gc.ca

### 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 Supply and  
Services Operation  
Petawawa Procurement  
Building S-111, Rm C-114  
101 Menin Rd. Garrison Petawawa  
Petawawa  
Ontario  
K8H 2X3

<b>Title - Sujet</b> Large Volume Infusion Pumps	
<b>Solicitation No. - N° de l'invitation</b> W6369-18A034/A	<b>Date</b> 2018-12-10
<b>Client Reference No. - N° de référence du client</b> W6369-18A034	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$PET-906-1545	
<b>File No. - N° de dossier</b> PET-8-49032 (906)	<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 2019-01-21</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Cook, Wayne	<b>Buyer Id - Id de l'acheteur</b> pet906
<b>Telephone No. - N° de téléphone</b> (613) 401-0623 ( )	<b>FAX No. - N° de FAX</b> (613) 687-6656
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Central Medical Equipment Depot (CMED) 105 Montgomery Road, Bulding BB-104A Canadian Forces Garrison Petawawa Petawawa, Ontario K8H 2X3	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<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</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT / CE DOCUMENT CONTIENT DES  
EXIGENCES RELATIVES À LA SÉCURITÉ**

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W6369-18A034/A  
Client Ref. No. - N° de réf. du client  
W6369-18A034

Amd. No. - N° de la modif.  
File No. - N° du dossier  
PET-8-49032

Buyer ID - Id de l'acheteur  
PET906  
CCC No./N° CCC - FMS No./N° VME

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Requirement, the Basis of Payment, Security Requirements, the Security Requirements Checklist, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification, the Insurance Requirements, the DND 626 Task Authorization Form and any other annexes.

### **1.2 Summary**

- 1.2.1 Purchase fifty (50) Large Volume Infusion Pumps with an option to purchase up to an additional hundred and fifty (150) over four (4) years and for the provision of Operator and Technical Service training sessions to Canadian Forces Health Services Group personnel.

The contract will be from the date of award to 01 June 2023.

Delivery of the Infusion pumps will be to Garrison Petawawa, Petawawa Ontario.

Delivery of training will take place across Canada

- 1.2.2 There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

- 1.2.3 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).

### 1.3 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.

### 1.4 Phased Bid Compliance Process

The Phased Bid Compliance Process applies to this requirement.

## 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 Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated in the bid solicitation.

Bid Receiving Public Works and Government Services Canada  
Petawawa Procurement  
Building S-111, Rm C-114  
101 Menin Rd. Garrison Petawawa  
Petawawa, Ontario, K8H 2X3  
Bid Fax: (613) 687-6656

Email address for epost Connect service: [TPSGC.orreceptiondessoumissions-orbidrecieving.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.orreceptiondessoumissions-orbidrecieving.PWGSC@tpsgc-pwgsc.gc.ca)

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

### 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 Ontario.

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  
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 (1 hard copy)  
Section II: Financial Bid (1 hard copy)  
Section III: Certifications (1 hard copy)  
Section IV: Additional Information (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 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

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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 demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

## **Section II: Financial Bid**

**3.1.1** Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B".

### **3.1.2 Electronic Payment of Invoices – Bid**

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

If Annex "C" 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.

### 3.1.3 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. Not all members of the evaluation team will necessarily participate in all aspects of the evaluation.
- (c) Canada will use the Phased Bid Compliance Process described below.

#### 4.1.1 Phased Bid Compliance Process

##### 4.1.1.1 (2018-07-19) General

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY

REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE.

THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder



has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.

- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2018-05-22) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).
- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

#### **4.1.1.2 (2018-03-13) Phase I: Financial Bid**

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (d) For Bids other than those described in c), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- (e) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- (f) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to

other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.

- (g) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, **only** that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.
- (h) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

#### **4.1.1.3 (2018-03-13) Phase II: Technical Bid**

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- (d) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional

information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.

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- (e) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.
- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, **only** that part of the original Bid as is permitted in this Section.
- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase or decrease any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid
- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

#### **4.1.1.4 (2018-03-13) Phase III: Final Evaluation of the Bid**

- (a) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

### **4.1.2 Technical Evaluation**

#### **4.1.2.1. Mandatory Technical Criteria**

**The Phased Bid Compliance Process will apply to all mandatory technical criteria.**

The following mandatory technical criteria must be demonstrated with supporting documentation in the form of a user manual, technical/sales brochure and certifications that must be provided with the Bidder's response at the time of bid submission. Failure to submit supporting documentation that clearly demonstrates the mandatory technical criteria listed below, may render the bid non-compliant and will not be given further consideration.

#	Large Volume Infusion Pump	Location in Manual or Proposal (title, page, etc)
M1	<p>The Bidder must demonstrate that their proposed Large volume infusion pump have the following Certification and Compliance:</p> <p>Canadian Standards Association (CSA) certification (<a href="http://www.csagroup.org/global/en/about-csa-group/certification-marks-labels">www.csagroup.org/global/en/about-csa-group/certification-marks-labels</a>); or an equivalent proof of certification or proof of equivalency must be recognized by SCC (Standard Council of Canada) (<a href="http://www.scc.ca">www.scc.ca</a>).</p>	
M2	<p>The Bidder must demonstrate that their proposed Large volume infusion pump have a valid, active, medical device license issued by Health Canada.</p> <p>The Canadian Armed Forces reserves the right, at its discretion, to verify the validity of the device license through Health Canada.</p>	
M3	The Bidder must demonstrate that their proposed Large volume infusion pump has a minimum Keep Vein Open (KVO) rate of 0.5 – 50 milliliters per hour	
M4	The Bidder must demonstrate that their proposed Large volume infusion pump has a maximum rate range accuracy of five (5) percent (%) for flow rates between 1 to 999 milliliters per hour	
M5	The Bidder must demonstrate that their proposed Large volume infusion pump has a single, contiguous, device with two (2) distinct channels.	
M6	The Bidder must demonstrate that their proposed Large volume infusion pump has the ability to accept fluids of differing densities and consistencies ranging from normal saline to blood products.	
M7	The Bidder must demonstrate that their proposed Large volume infusion pump, Once an infusion has started the LVIP must permit front panel lockout to avoid altering the pumps parameters.	

#	Large Volume Infusion Pump	Location in Manual or Proposal (title, page, etc)
M8	<p>The Bidder must demonstrate that their proposed Large volume infusion pump Incorporate both audible and visible alarm indicators for the following:</p> <ul style="list-style-type: none"> <li>a) occlusion upstream</li> <li>b) occlusion downstream</li> <li>c) pressure</li> <li>d) air in line</li> <li>e) system malfunction</li> <li>f) infusion set loaded improperly</li> <li>g) infusion set door or latch open</li> <li>h) Infusion complete</li> <li>i) depleted battery</li> <li>j) clinical advisory messages</li> </ul>	
M9	The Bidder must demonstrate that their proposed Large volume infusion pump has a medication safety software, commonly referred as Dose Error Reduction Software (DERS) - Minimum library consisting of 2500 drug protocols	
M10	The Bidder must demonstrate that their proposed Large volume infusion pump has an auto-switching power supply capable of accepting dual voltage, 110-120/220-240 volts of alternating current at 50/60 Hertz.	
M11	The Bidder must demonstrate that their proposed Large volume infusion pump has an Internal rechargeable battery capable of providing a minimum of five (5) hours of run time at a flow rate of 125 milliliters per hour.	
M12	The Bidder must demonstrate that their proposed Large volume infusion pump has a maximum weight, including rechargeable battery, of 1.5 (one point five) kilograms	
M13	The Bidder must demonstrate that their proposed Large volume infusion pump has RS232, RJ45, Infrared Data Association (IrDA), Universal Serial Bus (USB) or wireless computer connectivity.	

#	Large Volume Infusion Pump	Location in Manual or Proposal (title, page, etc)
M14	The Bidder must demonstrate that their proposed Large volume infusion pump is capable of storing the following events on internal memory: a) key pressed  b) program setting  c) alarms  d) volume infused  e) dose limits warnings  f) date and time stamp  g) intravenous set errors	
M15	The Bidder must demonstrate that their proposed Large volume infusion pump Incorporate the following operating modes: a) continuous  b) piggyback  c) delay	

#### 4.1.3 Financial Evaluation

##### 4.1.3.1 Mandatory Financial Criteria

The Bidders must submit its bid pricing in accordance with Annex B – Basis of Payment, in Canadian Funds.

Bidders must provide pricing for all items listed in Annex B – Basis of Payment, Pricing basis A through D inclusive.

The Annex B – Basis of Payment options provided in Pricing Bases C and D are for the sole purpose of establishing an evaluation tool, based on best estimate and in no way reflect the actual usage's expected or any commitment on part of the Crown.

Bidders will be evaluated based on the prices detailed in Annex B –Basis of Payment, Pricing Bases A through D inclusive.

Definition Cost Per course: The Cost Per Course is the price bid by the Bidder for the one course.

Definition of Extended Price (Equipment): The Firm Unit Price multiplied by the Quantity of units.

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Definition of Extended Price (Services): The Price per Course multiplied by the Quantity of Courses.

Definition of Evaluated Price: The Evaluated Price is the sum of all the extended prices.

**4.1.3.2** The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, DDP Canadian customs duties and excise taxes included.

## **4.2 Basis of Selection**

### **4.2.1 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 Integrity 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 specified 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 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

### 6.1 Security Requirements

1. At the date of bid closing, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;

2. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

## PART 7 - RESULTING CONTRACT CLAUSES

~~Delete this title and the following sentence at contract award.~~

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

### 7.1 Requirement

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

#### 7.1.1 Optional Goods and/or Services

*The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A & B 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.*



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

## **7.2 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.

### **7.2.1 General Conditions**

[2030](#) (2018-06-21), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

### **7.2.2 Supplemental General Conditions**

[4010](#) (2012-07-16), Services – Higher Complexity, apply to and form part of the Contract.

[4003](#) (2010-08-16), Licensed Software, apply to and form part of the Contract.

[4006](#) (2010-08-16), Contractor to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.

## **7.3 Security Requirements**

**7.3.1** The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract.

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (**DOS**), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
  - a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
  - b) *Industrial Security Manual* (Latest Edition).

## **7.4 Term of Contract**

### **7.4.1 Period of the Contract**

The period of the Contract is from date of Contract to 30 June 2023 inclusive

### **7.4.2 Delivery Date**

Solicitation No. - N° de l'invitation  
W6369-18A034/A  
Client Ref. No. - N° de réf. du client  
W6369-18A034

Amd. No. - N° de la modif.  
File No. - N° du dossier  
PET-8-49032

Buyer ID - Id de l'acheteur  
PET906  
CCC No./N° CCC - FMS No./N° VME

All the deliverables must be received on or before 22 March 2019 for Pricing Basis A - Firm Requirement

Option to purchase up to an additional one hundred fifty (150) LVIP units until 31 March 2023.

#### **7.4.3 Delivery Points**

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

#### **7.4.4 Shipping Instructions - Free on Board Destination and Delivered Duty Paid**

Goods must be consigned to the destination specified in the Contract and delivered:

Incoterms 2000 "DDP Delivered Duty Paid" Garrison Petawawa.

### **7.5 Authorities**

#### **7.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Wayne Cook  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Ontario Region  
Address: 101 Menin Rd. Bldg. S-111 Rm. C-114  
4 CDSG Garrison Petawawa, Petawawa ON K8H 2X3  
Telephone: 613 – 401 - 0623  
Facsimile: 613 – 687 - 6656  
E-mail address: wayne.cook@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.

#### **7.5.2 Project Authority**

The Project Authority for the Contract is: *(to be provided by the Contracting Authority on Contract award document)*

The Project Authority for the Contract is:

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

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.

### 7.5.3 Contractor's Representative

Name and telephone number of the person responsible for:

General Enquiries

Name: \_\_\_\_\_

Telephone No: \_\_\_\_\_

Facsimile No: \_\_\_\_\_

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

### 7.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

### 7.7 Payment

#### 7.7.1 Basis of Payment

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 contract. 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.

#### 7.7.2 Terms of Payment

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

#### 7.7.3 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);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

## 7.8 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:

- a) The original and one (1) copy must be forwarded to the following address for certification and payment.  
Department of National Defence  
National Defence Headquarters  
101 Colonel By Drive  
Ottawa, ON K1A 0K6  
Attention: Major Cecilia Reyes  
CF Health Services Group  
e-mail: [Cecilia.Reyes@forces.gc.ca](mailto:Cecilia.Reyes@forces.gc.ca)
- b) One (1) Copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
- c) One (1) Copy must be forwarded to the Project Authority identified under the section entitled "Authorities" of the Contract.

## 7.9 Certifications and Additional Information

### 7.9.1 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.

### 7.9.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

## 7.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_ (*insert the name of the province or territory as specified by the Bidder in its bid, if applicable*).

### 7.11 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 supplemental general conditions 4010 (2012-07-16), Services – Higher Complexity ;
- (c) the supplemental general conditions 4003 (2010-08-16), Licensed Software;
- (d) the supplemental general conditions 4006 (2010-08-16), Contractor to Own Intellectual Property Rights in Foreground Information;
- (e) the general conditions 2030 (2018-06-21), General Conditions - Higher Complexity - Goods;
- (f) Annex A, Requirement;
- (g) Annex B, Basis of Payment;
- (h) Annex X, Security Requirements Check List;
- (i) Annex X, Insurance Requirements;
- (j) the Contractor's bid dated \_\_\_\_\_, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award:* ", as clarified on \_\_\_\_\_ " **or** ", as amended on \_\_\_\_\_ " *and insert date(s) of clarification(s) or amendment(s)*).

### 7.12 Defence Contract

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

### 7.13 Insurance

SACC Manual clause G1005C (2016-01-28) Insurance

### 7.14 SACC Manual clause

SACC Manual clause D5545C (2010-08-16) ISO 9001:2008 - Quality Management Systems - Requirements (Quality Assurance Code C)

SACC Manual clause B1501C (2018-06-21) Electrical equipment

SACC Manual clause D2000C (2007-11-30) Marking

SACC Manual clause D2001C (2007-11-30) Labelling

SACC Manual clause D2025C (2017-08-17) Wood packaging materials

SACC Manual clause D6010C (2007-11-30) Palletization

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## **ANNEX "A"**

### **REQUIREMENT**

#### **LARGE VOLUME INFUSION PUMPS (LVIP)**

##### **1. INTRODUCTION**

The Department of National Defense (DND) through The Canadian Forces Health Services Group (CF H Svcs Gp) has a requirement for Large Volume Infusion Pumps (LVIP). The LVIP will be used to accurately deliver liquids through intravenous (IV) or epidural routes for therapeutics and/or diagnostics purposes. In an attempt to reduce medication error at the administration stage, the LVIP must be a smart pump with medication safety software, commonly referred as Dose Error Reduction Software (DERS).

##### **2. REQUIREMENT**

- 2.1 Initial (Core) Requirement: fifty (50) LVIP units, four (4) Operator training sessions and two (2) Technical Service training sessions to be delivered to the Central Medical Equipment Depot (CMED) by 22 March 2019 or as soon as possible.
- 2.2 Options: upon request, up to an additional one hundred fifty (150) LVIP units, up to an additional five (5) Operator training sessions, and up to an additional five (5) Service training sessions from date of contract award to four (4) years later.
- 2.3 Each of the LVIP units must meet the certification and compliance listed in Section 3 and the specifications listed in Appendix 1 of this requirement.

##### **3. CERTIFICATION AND COMPLIANCE**

Each Large Volume Infusion Pump must meet and provide the following certifications:

- a) The device must have a Canadian Standards Association (CSA) certification, or equivalent ([www.csagroup.org/global/en/about-csa-group/certification-marks-labels](http://www.csagroup.org/global/en/about-csa-group/certification-marks-labels)). Equivalency must be recognized by SCC (Standard Council of Canada) ([www.scc.ca](http://www.scc.ca)).
- b) The device must have a valid, active, medical device license issued by Health Canada. The Canadian Armed Forces reserves the right, at its discretion, to verify the validity of the device license through Health Canada.
- c) The device must have approved air worthiness certification under RTCA/DO-160 or a similar accepted equivalence for standard environmental test conditions and applicable test procedures for airborne equipment. The certification can be verified at <https://www.rtca.org/>.

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## **4. TRAINING**

### **4.1 LVIP Operator Training**

The Contractor must provide an onsite, hands-on Operator training course for Canadian Forces Health Services personnel. At a minimum, the training course must provide Canadian Forces Health Services personnel with the knowledge necessary to navigate the various menus, systems and sub-systems, including basic troubleshooting of the system. At the completion of the training, Canadian Forces Health Services personnel should be comfortable operating the system.

The Contractor must provide an operating manual that must, at a minimum, include information on handling the device, error code explanation, troubleshooting, and recommended operator maintenance.

#### **a) Initial Operator Training**

The Contractor must provide the following:

- i. A total of four (4) Operator training sessions, two (2) sessions per day, a minimum of three (3) hours per session. Each of these Operator training sessions will be for a group estimated at between eight (8) to ten (10) Operators.
- ii. The training must be completed within thirty (30) calendar days of the LVIP delivery and no later than 22 March 2019 at a date and time agreed upon between the Contractor's representative and the Technical Authority.
- iii. The training is to take place at DND/CAF's facility, on Canadian Forces Bases Petawawa.
- iv. The training must be provided in English.
- v. All Contractor-related costs associated with providing the Operator training (including but not limited to: training manuals, reference materials, documentation, tuition, and Contractor's travel and living expenses etc.) must be included in the firm contract price.
- vi. The Contractor must grant a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.
- vii. The Contractor must provide, at a minimum, one (1) hardcopy and one (1) soft copy in PDF format of the operating training manual in English.

#### **b) Optional Operator Training**

As and when requested, the Contractor must provide the following:

- i. Up to an additional five (5) Operator training sessions within the life of the contract. Each session, at minimum, must be three (3) hours long. Each of these Operator training sessions will be for a group estimated at between four (4) to ten (10) Operators.
- ii. Operator training sessions must be performed within sixty (60) calendar days of the request, at a date and time agreed upon between the Contractor's representative and the Technical Authority.

- iii. The training is to take place on Canadian Forces Bases (CFB), at DND/CAF's facilities. Please see Appendix 2 for all delivery address locations.
- iv. Training must be provided in the language specified in Appendix 2.
- v. All Contractor-related costs associated with providing the as and when requested Operator training (including but not limited to training manuals, reference materials, documentation, tuition, and Contractor's travel and living expenses etc.) must be included in the firm contract price.
- vi. The Contractor must grant a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.

#### **4.2 LVIP Technical Service Training**

The Contractor must provide onsite, hands-on technical service training course for Canadian Forces Health Services Biomedical Engineering Technologist personnel. The technical service training provided must be to the same level and extent as that which the Original Equipment Manufacturer provides to its field service. At the completion of the training, Canadian Forces Health Services Biomedical Engineering Technologist personnel should be comfortable diagnosing, troubleshooting, repairing, and operating the system. At a minimum, the technical training course must provide Canadian Forces Health Services Biomedical Engineering Technologist personnel with the following:

- 1) Knowledge necessary to efficiently navigate the various menus, systems, and sub-systems.
- 2) Comprehensive training on repair, calibration, and system troubleshooting and its peripherals.
- 3) Complete disassembly and reassembly of the LVIP and all peripherals.
- 4) Software system interface for troubleshooting system error codes with a complete description of each error code.

The Contractor must provide a service manual that must, at a minimum, include a detailed explanation of the internal device workings, disassembly and re-assembly instructions, detailed schematics, and a parts breakdown/replacement parts, including part numbers for each component.

##### **a) Initial Technical Service Training**

The Contractor must provide the following:

- i. A total of two (2) Technical Service training sessions, one (1) session per day, a minimum of six (6) hours per session. Each of these Technical Service training sessions will be for a group estimated at between six (6) to eight (8) Biomedical Engineering Technologists.
- ii. The training must be completed within thirty (30) calendar days of the LVIP delivery and no later than 22 March 2019 at a date and time agreed upon between the Contractor's representative and the Technical Authority.
- iii. The training is to take place at DND/CAF's facility at Garrison Petawawa, Ontario.
- iv. The training must be provided in English.



- v. All Contractor-related costs associated with the performance of the technical service training (included but not limited to: training manuals, technical service manuals with detailed schematics and parts list, reference materials, documentation, tuition, calibration software and Contractor's travel and living expenses) must be included in the firm contract price.
- vi. The Contractor must grant a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.
- vii. At the beginning of each session, the Contractor must provide one (1) soft copy in PDF format of the technical service manual in English to each participant.

**(b) Optional Technical Service Training**

As and when requested, the Contractor must provide the following:

- i. Up to an additional five (5) LVIP Technical Service training sessions within the life of the contract. Each session, at minimum, must be six (6) hours long. Each of these Technical Service training sessions will be for a group estimated at between six (6) to eight (8) Biomedical Engineering Technologists.
- ii. Training must be performed within sixty (60) calendar days of request, at a date and time agreed upon between the Contractor's representative and the Technical Authority.
- iii. The training is to take place on Canadian Forces Bases (CFB), at DND/CAF's facilities. Please see Appendix 2 for all delivery address locations.
- iv. Training must be provided in the language specified in Appendix 2.
- v. All Contractor-related costs associated with the performance of the technical service training (inclusive of the training manuals, Technical Service manuals with detailed schematics and parts list, reference materials, documentation, tuition, calibration software and Contractor's travel and living expenses) must be included in the firm contract price.
- vi. The Contractor must grant a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.
- vii. At the beginning of each session, the Contractor must provide one (1) soft copy in PDF format of the technical service manual in English to each participant.

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## **APPENDIX 1 to ANNEX A - STATEMENT OF REQUIREMENT**

### **5. LARGE VOLUMETRIC INFUSION PUMP – DESCRIPTION AND SPECIFICATIONS**

Each Large Volumetric Infusion Pump must have the following specifications:

#### **5.1 Technical:**

- i. A single, contiguous, device with two (2) distinct channels.
- ii. Minimum flow rate range of 0.1 to 999 milliliters per hour.
- iii. Depending on the flow rate, minimum rate increments of 0.1, 0.5, 1.0 milliliters per hour.
- iv. Minimum Keep Vein Open (KVO) rate of 0.5 – 50 milliliters per hour.
- v. Maximum rate range accuracy of five (5) percent (%) for flow rates between 1 to 999 milliliters per hour.
- vi. Minimum Volume to be Infused range of one (1) – 6000 milliliters.
- vii. Minimum pressure range of five (5) to ten (10) pounds per square inch (psi).
- viii. Accept fluids of differing densities and consistencies ranging from normal saline to blood products.
- ix. Permit a secondary infusion to resume automatically after the primary infusion has completed, also known as Automatic Piggybacking.
- x. Once an infusion has started the LVIP must permit front panel lockout to avoid altering the pumps parameters.

#### **5.2 Display:**

- i. Incorporate a display screen capable of displaying alphanumeric characters.
- ii. The display screen must display the following parameters: LVIP status, volume infused, volume to be infused, rate, drug name, dose rate and all alarm conditions.

#### **5.3 Visible and audible alarm indicators:**

- i. Occlusion upstream
- ii. Occlusion downstream
- iii. Pressure
- iv. Air in line
- v. System malfunction
- vi. Infusion set loaded improperly

- vii. Infusion set door / latch open.
- viii. Infusion complete.
- ix. Low battery
- x. Depleted battery
- xi. Clinical advisory messages

#### **5.4 Audible alarm**

- i. Permit the operator to control the volume.
- ii. Permit the operator to momentarily silence the alarm, maximum time the alarm can be silenced is two (2) minutes.

#### **5.5 Medication safety software, commonly referred as Dose Error Reduction Software (DERS)**

- i. Minimum library consisting of 2500 drug protocols.
- ii. Minimum of ten (10) care areas.

#### **5.6 Physical characteristics**

- i. Auto-switching power supply capable of accepting dual voltage, 110-120/220-240 volts of alternating current at 50/60 Hertz.
- ii. Internal rechargeable battery capable of providing a minimum of five (5) hours of run time at a flow rate of 125 milliliters per hour.
- iii. Nickel Cadmium, Nickel Metal Hydride, Lithium Polymer or Lithium Ion rechargeable battery.
- iv. Maximum weight, including rechargeable battery, of 1.5 (one point five) kilograms.
- v. Ability to operate in temperatures from plus 15 degrees Celsius to plus 32 degrees Celsius.
- vi. RS232, RJ45, Infrared Data Association (IrDA), Universal Serial Bus (USB) or wireless computer connectivity.
- vii. Ability to store, on internal memory, a minimum of one (1) week of events and the ability to download those events using one of the connectivity types listed in para vi.
- viii. At a minimum, the following events are to be stored
  - a) Key pressed
  - b) Program setting
  - c) Alarms
  - d) Volume infused
  - e) Dose limits warnings
  - f) Date and time stamp
  - g) Intravenous set errors

ix. Operating modes must include:

- a) Continuous
- b) Piggyback
- c) Delay

## **16. Accessories**

Each LVIP must include the following accessories:

i. Auto-switching power source with Hospital Grade power plug.

ii. Two (2) infusion sets per channel per device with the following characteristics:

- a) Free-flow protection;
- b) Protection for Air-trapping;
- c) Needleless Intravenous (IV) connection; and
- d) Compatible with Interlink IV lines.

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## **APPENDIX 2 TO ANNEX A – STATEMENT OF REQUIREMENT**

### **Training Delivery Addresses**

<b><u>OPTIONS</u></b>			
<b>Item #</b>	<b>Item Description</b>	<b>Delivery of Services</b>	<b>Language</b>
1	Operator and Technical Training Session	CFB Halifax Halifax, NS,B3K 5X5	English
2	Operator and Technical Training Session	CFB Edmonton Edmonton, AB T5J 4J5	English
3	Operator and Technical Training Session	CFB Valcartier Courcellette, QC G0A 4Z0	French
4	Operator and Technical Training Session	8 Wing Trenton Astra, ON K0K 3W0	English

## ANNEX "B"

### BASIS OF PAYMENT

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, DDP Canadian customs duties and excise taxes included.

#### Pricing Basis A – Firm Requirement

##### Equipment – Large Volume Infusion Pump Unit

Item	Description	Quantity of Units	Firm Unit Price
1	Large Volume Infusion Pump Units as per the Requirement in Annex A	50	

#### Pricing Basis B - Services - Training Courses

Item	Description	Quantity of Courses	Location of course	Language of delivered course	Price Per Course
1	Operator Training Course as per the Requirement in Annex A	4	Garrison Petawawa, Petawawa, Ontario K8H 2X3	English	
2	Technical Service Training Course as per the Requirement in Annex A	2	Garrison Petawawa, Petawawa, Ontario K8H 2X3	English	

Canada may exercise their irrevocable option to acquire the following goods and services over the next three years

#### Pricing Basis C – Option (Contract award to March 31, 2023)

##### Equipment – Large Volume Infusion Pump Unit

Item	Description	Quantity of Units	Firm Unit Price
1	Large Volume Infusion Pump Units as per the Requirement in Annex A. From 1 to 9 units	Up to 9	
	Large Volume Infusion Pump Units as per the Requirement in Annex A From 10 to 19 units	Up to 10	

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	Large Volume Infusion Pump Units as per the Requirement in Annex A From 20 to 49 units	Up to 30	
	Large Volume Infusion Pump Units as per the Requirement in Annex A from 50 to 99 units	Up to 50	
	Large Volume Infusion Pump Units as per the Requirement in Annex A From 100 to 150 units	Up to 51	

Pricing Basis D - Option (Contract award to March 31, 2023)

Services - Training Courses

Item	Description	Quantity of Courses	Location of course	Language of delivered course
1	Operator Training Course as per the Requirement in Annex A	Up to 5	To be specified in contract amendment	To be specified in contract amendment
2	Technical Service Training Course as per the Requirement in Annex A	Up to 5	To be specified in contract amendment	To be specified in contract amendment

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## **ANNEX “C”**

### **SECURITY REQUIREMENTS CHECK LIST**

Industrial Security Manual: <https://www.tpsgc-pwgsc.gc.ca/esc-src/msi-ism/index-eng.html>





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**SECURITY REQUIREMENTS CHECK LIST (SRCL)**  
**LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine Department of National Defence	2. Branch or Directorate / Direction générale ou Direction D HS Del/ J4 MED EQPT	
3. a) Subcontract Number / Numéro du contrat de sous-traitance N/A	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant N/A	
4. Brief Description of Work / Brève description du travail Purchase of fifty (50) Infusion Pump Systems to be delivered to CMED, Peiawawa, ON, NLT 22 March 2019		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui		
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui		
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c) <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui		
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Oui Non		
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui		
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
Non Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes  
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- |   |   |   |  |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS<br>COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET - SIGINT<br>TRÈS SECRET - SIGINT        | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS              |   |   |  |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes  
Non Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes  
Non Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes  
Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes  
Non Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes  
Non Oui

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**PART C - (continued) / PARTIE C - (suite)**

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information / Assets Renseignements / Biens Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).





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PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)

CECILIA REYES

Title - Titre

J4 MED EQPT

Signature

Telephone No. - N° de téléphone  
613-901-9853

Facsimile No. - N° de télécopieur  
613-901-1755

E-mail address - Adresse courriel  
Cecilia.Reyes@forces.gc.ca

Date

19 Oct 18

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées)

Sasa Medjovic  
Senior Security Analyst  
Tel: 613-996-0286

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel  
E-mail: sasa.medjovic@forces.gc.ca

Date

22 Oct 23

SM

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No  
☒ Yes  
Non Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

Sherry Campbell

Contract Security Officer, Contract Security Division

[sherry.campbell@tpsgc-pwgsc.gc.ca](mailto:sherry.campbell@tpsgc-pwgsc.gc.ca)

Tel/Tél 613-948-1646

Signature

E-mail address - Adresse courriel

Date

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## ANNEX “D” to PART 3 OF THE BID SOLICITATION

### ELECTRONIC PAYMENT INSTRUMENTS

*As indicated in Part 3, clause 3.1.2, the Bidder must complete the information requested below, to identify which electronic payment instruments are accepted for the payment of invoices.*

The Bidder accepts to be paid by 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)

## ANNEX "E"

### ADDITIONAL CERTIFICATION INFORMATION

#### 1. Board of Directors

In accordance with the **Ineligibility and Suspension Policy**, Section 17, Bidders are required to provide a list of their Board of Directors before contract award. Bidders are requested to provide this information in their bid.

Director Name/Position - \_\_\_\_\_

Director Name/Position - \_\_\_\_\_

Director Name/Position - \_\_\_\_\_

Director Name/Position - \_\_\_\_\_

Director Name/Position - \_\_\_\_\_

Director Name/Position - \_\_\_\_\_

Director Name/Position - \_\_\_\_\_

Director Name/Position - \_\_\_\_\_

#### 2. Procurement Business Number (PBN)

In accordance with Section 2, Procurement Business Number, of the Standard Instructions, Contractors are required to have a Procurement Business Number (PBN) before Contract award.

Procurement Business Number - \_\_\_\_\_

Suppliers may register for a PBN online at **Supplier Registration Information**. For non-Internet registration, suppliers may contact the InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.