



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

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

Pacific Region

401 - 1230 Government Street
Victoria, B.C.

V8W 3X4

Bid Fax: (250) 363-3344

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

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

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Pacific
Region

401 - 1230 Government Street

Victoria, B. C.

V8W 3X4

Title - Sujet Avionics Workbench	
Solicitation No. - N° de l'invitation W0133-19T015/A	Date 2018-12-18
Client Reference No. - N° de référence du client W0133-19T015	
GETS Reference No. - N° de référence de SEAG PW-\$VIC-249-7649	
File No. - N° de dossier VIC-8-41155 (249)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-01-28	Time Zone Fuseau horaire Pacific Standard Time PST
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: Cress, Christine	Buyer Id - Id de l'acheteur vic249
Telephone No. - N° de téléphone (250) 514-9294 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE 19 AIR MAINTENANCE SQUADRON 7 HANGAR, 19 WING COMOX LAZO British Columbia V0R2K0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 Requirement

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

1.2 Debriefings

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

1.3 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).

1.4 epost Connect service

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 90 days

2.1.1 SACC Manual Clause

B1000T (2014-06-26), Condition of Material - Bid

2.2 Submission of Bids

Bids must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the bid solicitation:

Bid Receiving Unit
Public Works and Government Services Canada
401 – 1230 Government St
Victoria, BC Canada V8W 3X4

Email: TPSGC.RPreceptiondessomissions-PRBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca
Bids/Offer will be not be accepted if emailed directly to this email address. This email is to initiate an ePost Connect conversation, as detailed in the Standard Instructions.

Bid facsimile number: (250) 363-3344

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 British Columbia.

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. Bidders must provide their bid in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications

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

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

If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

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

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

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 "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.

3.1.2 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 – AT SOLICITATION CLOSING

Failure to meet any of the following mandatory technical criteria at solicitation closing will render your submission non-responsive and given no further consideration.

M1: Ability to meet the Requirement and the Minimum Mandatory Technical Requirements as described in Annex A.

4.1.2 Financial Evaluation

4.1.2.1. The firm unit prices quoted for each item in Annex "B" will be multiplied by the estimated quantities shown. The resulting amounts will be used to obtain the total assessed bid price.

4.1.2.2. SACC Manual Clause A0220T (2014-06-26), Evaluation of Price

4.2 Basis of Selection

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

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Requirement

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

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

2010A (2018-06-21). General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before _____ (insert the date).

While the delivery is requested by February 15, 2019 and mandatory by March 31, 2019, the best delivery date is _____.

6.4.2 Shipping Instructions - Free on Board Destination and Delivered Duty Paid

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

Incoterms 2000 "DDP Delivered Duty Paid" delivery address:
Department of National Defence
19 Air Maintenance Squadron
7 Hangar
Lazo, BC Canada V9M 4C6

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Christine Cress
Public Works and Government Services Canada
Pacific Region, Acquisitions
401 – 1230 Government St
Victoria, BC Canada V8W 3X4
Telephone: 250-514-9294
Facsimile: 250-363-0395
E-mail address: Christine.cress@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: (to be determined at contract award)

Department of National Defence
19 Wing Comox
Lazo, BC Canada
V0R 2K0

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 (Bidder to fill or delete as applicable.)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment – Firm Unit Price

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

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

6.6.2 Method of Payment

H1001C (2008-05-12), Multiple Payments

6.6.3 SACC Manual Clauses

C2000C (2007-11-30), Taxes - 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);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

6.7 Invoicing Instructions

- 1) The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
- 2) Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws

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

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

A9062C (2011-05-16), Canadian Forces Site Regulations

B1501C (2018-06-21), Electrical Equipment

G1005C (2016-01-28), Insurance - No Specific Requirement

ANNEX "A" - REQUIREMENT

19 AIR MAINTENANCE SQUADRON (19 AMS) AVIONICS LABORATORY

REPLACEMENT AVIONICS WORK BENCHES

Section 1.0 – SCOPE

1.1 Purpose

To replace current failing avionics work benches with modern, ESD compliant work benches in support of operations at 19 Wing Comox. To be installed by Canadian Armed Forces (CAF). To be used at 19 Air Maintenance Squadron (AMS) Avionics Laboratory.

1.2 Background

The current avionics workbenches were purpose built in the 1960s; manufactured wooden benches locally created by the Construction Engineering (CE) section. There is no Life Cycle Materiel Manager (LCMM) assigned to these benches. These benches have been in service for approximately sixty years with no significant maintenance to the wiring and are now in a state of disrepair. To date, general safety inspections have caused 4 of the benches to become unserviceable due to fraying wires. These failing benches have created issues with the ability for Avionics Systems (AVS) Technicians to carry out support to operations since time must be taken to replace the frayed wiring to ensure they are safe for use.

Although originally manufactured by CE, Real Property Operations (RP Ops) has deemed that these benches do not fall within their area of responsibility as they are not hard-wired, and have declined to provide support to maintain these benches. AVS Technicians are likewise not qualified or trained to maintain or repair these benches. Further, these benches are no longer compliant with current electrical codes and pose additional challenges as technology has advanced over the last half century.

Across Canada, units with Avionics Laboratories have been upgraded to support modern equipment and new airframes. 19 AMS continues to operate a full capability to support aging fleets while preparing to also take on support of new fleets.

As 19 AMS is mandated to provide avionics support for the foreseeable future, and because the workbenches are no longer able to be relied upon to continue this mandate, a replacement is required.

Section 2.0 – MANDATORY TECHNICAL REQUIREMENTS

2.1 Tasks

The deliverables shall provide the same function as current work benches used to inspect and repair sensitive electronic equipment. Benches must have modern ESD protections, the ability to power various testing equipment and support the weight of this equipment as required for operations.

The deliverables should be similar in form and function to other work benches within the CAF specializing in sensitive electronics for ease of future repairs or upgrades to support future fleet requirements.

Item	Description	CLEARLY SHOW WHERE IN YOUR BID INFORMATION CAN BE FOUND BY CITING PAGE NO. OR X-REF BY ITEM.**
2.2	MANDATORY GENERAL TECHNICAL REQUIREMENTS: The replacement work benches must meet the following general technical requirements:	
2.2.1	Must have ESD packages installed, including personnel grounding (such as wrist straps), common grounding points (such as common bus bar), and ESD compliant work surfaces;	
2.2.2	Must meet quality standards for modern ESD control programs, ANSI/ESD S20.20 or equivalent.	
2.2.3	Must have a locking wheel castor, either fixed or retractable;	
2.3	MANDATORY DETAILED TECHNICAL REQUIREMENTS: The Replacement work benches must meet the following detailed technical requirements:	
2.3.1	Must be 36" (inches) high and 72" long (within ± 2 " to fit space in laboratory);	
2.3.2	Must have frame construction made of tubular, powder-coated steel with minimum 1½" square width with each leg rated for minimum 300lb load rating;	
2.3.3	Must be able to support 1000 lbs (approximately 450 kg) evenly distributed;	
2.3.4	Must be able to provide 120VAC 60Hz power through a power strip with minimum 12 outlets through a 72" length rail, with surge protection and minimum 3 metre (15') cord length.	
2.4	DESIRABLE REQUIREMENTS: The replacement work benches should include the following desirable requirements:	
2.4.1	Should have a Primary adjustable riser shelf with a minimum 15" depth that can support 250 lbs evenly distributed;	
2.4.2	Should have a secondary adjustable riser shelf with minimum 15" depth that can support 250 lbs evenly distributed;	
2.4.3	Should have a Lower shelf half depth 15" depth;	
2.4.4	To improve portability, the replacement benches should be standard 72" length, similar to existing benches.	
2.4.5	To improve portability, the replacement benches should come with the ability to connect benches together using a Tight-Fit connection system.	

** For any items identified above as "N/A", the Bidder certifies that no published specification exists for any items identified above as "N/A" and that the product offered meets the minimum mandatory performance specification.

ANNEX "B" – BASIS OF PAYMENT

BASIS OF PRICING:

- Firm Unit Prices are FOB Destination and quoted Incoterms 2000 "DDP Delivery Duty Paid" delivery address:
Department of National Defence
19 Air Maintenance Squadron
7 Hangar
Lazo, BC Canada V9M 4C6
- Firm Unit Prices do not include GST/HST. GST/HST will be added as a separate line item to any invoice issued as a result of a Contract.
- All Firm Unit Prices are quoted in Canadian Dollars.

Item	Description	Est. Qty	Unit of Issue	FIRM UNIT PRICE	EXTENDED PRICE
1	Electrostatic Discharge (ESD) compliant work benches, conforming to the mandatory technical requirements set out in Annex A. Make and Model No. of Product(s) offered: _____	23	EA	\$ _____	\$ _____
2	Tight-Fit connection systems to allow benches to be installed end-to-end, conforming to the mandatory technical requirements set out in Annex A. Make and Model No. of Product(s) offered: _____	10	EA	\$ _____	\$ _____
TOTAL AGGREGATE EVALUATED PRICE, GST/HST EXTRA:					\$ _____

ANNEX "C" to PART 3 OF THE BID SOLICITATION - ELECTRONIC PAYMENT INSTRUMENTS
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The Bidder accepts any of the following Electronic Payment Instrument(s):

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