



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

Réception des soumissions - TPSGC / Bid Receiving  
- PWGSC

1550, Avenue d'Estimauville

1550, D'Estimauville Avenue

Québec

Québec

G1J 0C7

## 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

TPSGC/PWGSC

601-1550, Avenue d'Estimauville

Québec

Québec

G1J 0C7

<b>Title - Sujet</b> Spreader	
<b>Solicitation No. - N° de l'invitation</b> T3033-1924B4/B	<b>Date</b> 2019-01-09
<b>Client Reference No. - N° de référence du client</b> T3033-1924B4	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$QCN-036-17587	
<b>File No. - N° de dossier</b> QCN-8-41151 (036)	<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 2019-02-04</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Heure Normale du l'Est HNE
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Carbonneau, Julie	<b>Buyer Id - Id de l'acheteur</b> qcn036
<b>Telephone No. - N° de téléphone</b> (418) 649-2837 ( )	<b>FAX No. - N° de FAX</b> (418) 648-2209
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> AÉROPORT DES ILES DE LA MADELEINE 210 CHEMIN DE L'AÉROPORT HAVRE AUX MAISONS Québec G4T5L2 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b> Voir Doc.	<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>

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File No. - N° du dossier  
QCN-8-41151

Buyer ID - Id de l'acheteur  
QCN036  
CCC No./N° CCC - FMS No./N° VME

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**This bid solicitation cancels and supersedes previous bid solicitation number T3033-1924B4/A dated 2018-11-14 with a closing of 2019-01-04 at 2:00 pm EST. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.**

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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) and the Canadian Free Trade Agreement (CFTA).

### **1.4 epost Connect service**

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

## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements are incorporated by reference into and form part of the bid solicitation.

### 2.2 Submission of Bids

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

- 2.2.1** By using the [epost Connect service provided by Canada Post Corporation](https://www.canadapost.ca/web/en/products/details.page?article=epost_connect_send_a) ([https://www.canadapost.ca/web/en/products/details.page?article=epost\\_connect\\_send\\_a](https://www.canadapost.ca/web/en/products/details.page?article=epost_connect_send_a))  
The email address of PWGSC Quebec region Bid Receiving Unit is:  
[TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca)

**NOTE THAT YOU SHOULD NOT SEND YOUR OFFERS DIRECTLY TO THIS EMAIL ADDRESS, BUT PROCEED THROUGH CANADA POST EPOST CONNECT SERVICE. REFER TO THE 2003 STANDARD INSTRUCTIONS (2018-05-22).**

- 2.2.2** Tenders can also be transmitted by fax to 418-648-2209

- 2.2.3** By mail or in person at:  
Public Works and Government Services Canada (PWGSC)  
1550, Avenue of Estimaerville  
Quebec City, Quebec G1J 0C7

### 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

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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 Québec.

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.

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## 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 (Two (2) hard copies)  
Section II: Financial Bid (One (1) hard copy)  
Section III: Certifications (One (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 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 inches (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 inches (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) Use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

## **Section I: Technical Bid**

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

## **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the Basis of Payment - Annex B. The total amount of Applicable Taxes must be shown separately.

### **3.1.1 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**

Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. Any element of the bid solicitation identified with the words "must" or "mandatory" is a mandatory requirement.

Bids that do not comply with each and every mandatory requirement will be declared non-responsive and be disqualified.

##### **4.1.1.1 Mandatory Technical Criteria**

Mandatory Criteria as specified in Annex C.

#### **4.1.2 Financial Evaluation**

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

### **4.2 Basis of Selection – Mandatory Criteria**

A bid must comply with the requirements of the bid solicitation and all the mandatory technical criteria in **Annex C** to be declared responsive. The responsive bid with the lowest Total Bid Price (TBP) (Annex B) will be recommended for the award of a contract.

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## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

### 5.1 Certifications Required with the Bid

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

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

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

### 5.2 Certifications Precedent to Contract Award and Additional Information

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

#### 5.2.1 Integrity Provisions – Required Documentation

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

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### 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 \(https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html# \)](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 the contract award.

### 5.2.3 OEM Certification (Annex D)

(a) Any Bidder that is not the Original Equipment Manufacturer (OEM) for every item of hardware proposed as part of its bid is required to submit the OEM's certification regarding the Bidder's authority to provide and maintain the OEM's hardware, which must be signed by the OEM (not the Bidder). **(Annex D)**

No Contract will be awarded to a Bidder who is not the OEM of the hardware it proposes to supply to Canada, unless the OEM certification has been provided to Canada. Bidders are requested to use the OEM Certification Form included with the bid solicitation. Although all the contents of the OEM Certification Form are required, using the form itself to provide this information is not mandatory. For Bidders/OEMs who use an alternate form, it is in Canada's sole discretion to determine whether all the required information has been provided. Alterations to the statements in the form may result in the bid being declared non-responsive.

(b) If the hardware proposed by the Bidder originates with multiple OEMs, a separate OEM certification is required from each OEM.

(c) For the purposes of this bid solicitation, EOM means the manufacturer of the hardware, as evidenced by the name appearing on the hardware and on all accompanying documentation.

## PART 6 - RESULTING CONTRACT CLAUSES

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

Notice: Numbering will be revised at the contract award.

### 6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

### 6.2 Requirement

The Contractor must supply and deliver to Transport Canada, one (1) spreader for use in an airport environment, in accordance with the Requirement described at Annex "A."

### 6.3 Standard Clauses and Conditions

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

#### 6.3.1 General Conditions

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

##### 6.3.1.1 Warranty Period

a) Section 22 entitled Warranty of General Conditions 2030 ([2018-06-21](#)) is amended as follows:

The warranty period will be 12 months and replace with the following: The warranty period will be 24 months.

All other provisions of the warranty section 22 of general conditions 2030 remain in effect.

b) Section 22 entitled Warranty of general conditions 2030 is amended:

by deleting subsections 3 and 4 in its entirety and replacing it with the following:

1. The Work or any part of the Work found to be defective or non-conforming will be returned to the Contractor's plant for replacement, repair or making good. However, when in the opinion of Canada it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

2. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant pursuant to subsection 3. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location directed by Canada.

All other provisions of the warranty section 22 of general conditions 2030 remain in effect.

#### **6.3.2 Warranty Period**

Warranty cited above or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.

### **6.4 Term of Contract**

#### **6.4.1 Period of the Contract**

The contract period is from the date of contract award until the end of the warranty period inclusively.

#### **6.4.2 Delivery Date**

All the deliverables (items 1.2.3 Annex B) must be received **on or before** forty-five (45) days after contract awarded.

#### **6.4.3 Training Period**

The training must be given either on delivery **or at the latest** three (3) weeks after delivery at the Îles-De-La-Madeleine airport.

#### **6.4.4 Liquidated Damages**

1. If the Contractor fails to deliver the goods and perform the services within the time specified in the Contract, the Contractor agrees to pay to Canada liquidated damages in the amount of \$500.00 for each calendar day of delay. The total amount of the liquidated damages must not exceed 10 percent of the contract price.
2. Canada and the Contractor agree that the amount stated above is their best pre-estimate of the loss to Canada in the event of such a failure, and that it is not intended to be, nor is it to be interpreted as, a penalty.
3. Canada will have the right to hold back, drawback, deduct or set off from and against the amounts of any monies owing at any time by Canada to the Contractor, any liquidated damages owing and unpaid under this section.
4. Nothing in this section must be interpreted as limiting the rights and remedies which Canada may otherwise have under the Contract.

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#### 6.4.5 Delivery Points

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

### 6.5 Authorities

#### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Julie Carbonneau  
Title: Supply Agent  
Public Works and Government Services Canada Acquisitions Branch  
Address: Acquisitions Branch 1550 D'Estimauville Ave., Quebec, QC, G1J 0C7  
Telephone: 418-649-2837  
Facsimile: 418-648-2209  
E-mail address: [Julie.Carbonneau@tpsgc-pwgsc.gc.ca](mailto:Julie.Carbonneau@tpsgc-pwgsc.gc.ca)

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

#### 6.5.2 Project Authority

The Project Authority for the Contract is: **(to be completed at contract award by PWGSC)**

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.

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### 6.5.3 Contractor's Representative

Name and telephone number of the person responsible for:

**a) Contract Manager:**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Facsimile No.: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

**b) Delivery and installation follow up:**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Facsimile No.: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

**c) After-sales service:**

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs; and a full range of repair parts for the vehicle/equipment offered:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Facsimile No.: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment

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

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

### 6.6.2 Limitation of Price

SACC Manual Clause C6000C, (2017-08-17) Limitation of Price

### 6.6.3 Terms of payment

SACC Manual Clause H1001C, (2008-05-12) Multiple payments

## 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 :  
[brigitte.legault@tc.gc.ca](mailto:brigitte.legault@tc.gc.ca)
- b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.



## 6.8 Certifications

### 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 the province of \_\_\_\_\_. **(to be completed at contract award by PWGSC)**

## 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 : 2030 (2018-06-21) Higher Complexity - Goods
- c) Annex A, Statement Requirement;
- d) Annex B, Basis of payment;
- e) the Contractor's bid dated \_\_\_\_\_

## 6.11 SACC Manual Clauses

Number	Date	Title
<u>A9068C</u>	2010-01-11	Government site regulations
<u>G1005C</u>	2016-01-28	Insurance - No Specific Requirement

## 6.12 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered, Delivered Duty Paid (DDP) at the:

Îles-De-La-Madeleine airport,  
210 Chemin de l'Aéroport, Havre aux Maisons,  
Quebec, Canada,  
G4T 5L2,  
Incoterms 2000 for shipments from a commercial contractor.

## 6.13 Delivery and Unloading

Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facilities.

## ANNEX «A» - REQUIREMENT

### General specifications

#### A.1 Introduction

Transport Canada wishes to purchase a spreader of 1.8 cubic yards and the equipment must be compatible with an 8 foot 2016 Ford F-350 box. The spreader must be made of double-walled polymer and have a dual electric motors with a minimum of 12 Volts. The conveyor must have a width of 16-1/2 inches (+/- 1 inch). The spreader should include a complete pre-wet system with two (2) twenty-five (25) gallon tanks. The equipment will be used with formate in an airport environment and should be received at the Îles-De-La-Madeleine, Québec airport.

#### A.2 Manuals

- Parts manual: two (2) hard copies and the manual must list each part individually **(French and/or English)**.
- Spare parts manual provided by a manufacturer: two (2) hard copies, including the major parts **(French and/or English)**.
- Operator's manual: two (2) hard copies **(French mandatory)**.
- USBkey or CD/DVD: USBkey or CD/DVD must show the operations, adjustment sequences and daily maintenance required on this equipment.
- When the equipment is delivered, the contractor must mention if the maintenance manuals and parts lists are available on the Internet. If so, the contractor must provide the passwords to access the manufacturer's site.

#### A.3 Periodic Maintenance Chart

Provide (on USB key or paper) with an abbreviated maintenance list (checklist) for the equipment that clearly indicates the maintenance to be performed periodically and how often they should be conducted. The list must indicate all the maintenance to be done and all the parts to be changed and when to do so.

#### **A.4 Training**

The contractor must train personnel on site, at the airport where the equipment will be delivered. This training period will be equivalent to four (4) hour work, during the day, for approximately 2 to 6 persons. The instructor must be certified by the manufacturer. The training should be given in **French/mandatory**. The training will address the proper and safe operation of the equipment and trouble shooting. This training must be provided **at the latest** three (3) weeks after the delivery of the equipment.

#### **A.5 Systems**

The proposed equipment must include all the hydraulic, pneumatic, mechanical, electrical and electronic systems and the controls necessary for the equipment's proper operation, according to the technical requirements.

#### **A.6 Attachments**

The contractor must include all the attachments required for the proposed equipment's proper operation. The equipment must be compatible with an 8 foot 2016 Ford F-350 box.

## A.7 Minimum performance characteristics of equipment

The minimum performance characteristics of equipment listed in the table below are, first and foremost, the minimum requirements and do not constitute an exhaustive list.

Any characteristics of equipment required for the operation of the equipment and not described in the table below are an integral part of this annex and their cost is included in the firm lot price for the equipment.

A.7 MINIMUM PERFORMANCE CHARACTERISTICS OF EQUIPMENT	
<b>General characteristics:</b> The spreader must be compatible with an 8 foot 2016 Ford F-350 box.	
It <b>must</b> consist of a:	
1.	double-walled polymer spreader
2.	1.8 cubic yards capacity
3.	Must have these dimensions (+/- 1 inch acceptable): <ul style="list-style-type: none"> <li>- length 117 inches;</li> <li>- width 63 inches;</li> <li>- height: 44 inches</li> </ul>
4.	Must have dual electric motors
5.	weight when the equipment is empty : 655 to 665 lbs
6.	width of the conveyor: 16½ inches (+/- 1 inch acceptable)
7.	spinner size: 15 ½ inches (+/- 1 inch acceptable)
8.	spreading width: up to 40 feet
9.	Must include anchor belts (4)
10.	inverted V
11.	Top screen
12.	chute adjustable in 2 positions or swivel
13.	wiring already installed
14.	Operating control for pre-soak pump already installed
15.	Complete Pre-wet system including two (2) twenty-five (25) gallon tanks installed on each side of the spreader

## ANNEX "B" BASIS OF PAYMENT

### B.1 PRICING

- a) Before submitting prices, please refer to clause **6.6 Payment**, applicable taxes are excluded, FOB destination, Canadian customs duties and excise taxes included.
- b) Please indicate the brand name and model offered and complete the last column of the following table:

ITEM	Description	Quantity	Unit	Firm Lot Price
1.	Spreader and accessories; <ul style="list-style-type: none"> <li>Brand Name Offered : _____</li> <li>Model Offered : _____</li> <li>In accordance with specifications set out at Annex A</li> </ul>	1	LOT	_____\$/LOT
2.	Manuals <b>and</b> USBkey/CD/DVD as per Annex A <ul style="list-style-type: none"> <li>2.1 Parts Manual and USB key/CD/DVD: Two (2) copies (French and/or English)</li> <li>2.2 Spare parts manual provided by a manufacturer: two (2) hard copies, including the major parts (French and/or English).</li> <li>2.3 Operator's manual and USBkey/CD/DVD: two (2) copies (French mandatory).</li> </ul>	1	LOT	_____\$/LOT
3.	Preparation, Delivery and Unloading <ul style="list-style-type: none"> <li>Goods should be delivered DDP at the Îles-De-La-Madeleine airport.</li> <li>Must include custom duties, handling, delivery and unloading.</li> </ul>	1	LOT	_____\$/LOT
4.	Training charges: one (4) four hours' work during the day. <ul style="list-style-type: none"> <li>Labour, equipment, travel and living expenses included.</li> </ul>	1	LOT	_____\$/LOT
<b>TOTAL BID PRICES (TBP) =</b>				<b>_____ \$</b>

## ANNEX «C» - MANDATORY TECHNICAL CRITERIA

- The bid must meet the mandatory criteria specified in this annex. Bidders must provide the necessary documentation to support compliance with this requirement.
- Bids which fail to meet the mandatory criteria will be declared non-responsive. Each mandatory criterion should be addressed separately.

### **Mandatory Technical Specifications - Minimum performance characteristics of equipment Annex A**

Although Bidders must propose products meeting all “minimum performance characteristics of equipment” required in Annex A; at the bid closing date, bids will be evaluated on the “minimum performance characteristics of equipment selected,” listed in the table of “Minimum performance characteristics of equipment selected of Annex "A". Simply stating that the proposed product complies or that it meets the “minimum performance characteristics of equipment selected” is not enough. To demonstrate that their products meet all the “minimum performance characteristics of equipment selected”, Bidders must submit bid, proofs of compliance.

Proof of compliance is defined as a document, such as a brochure and/or technical literature and/or a third party test report provided by a nationally and/or internationally recognized testing facility and/or a report generated by a nationally and/or internationally recognized third-party software.

Bidders should complete the last column of the "Table of minimum performance characteristics of equipment selected to Annex A" hereafter using cross-referenced to the proofs of compliance; Bidders should indicate where in the bid the reference material can be found, including the title of the document, and the page and paragraph numbers. The proofs of compliance must provide sufficient detail and explanation to allow evaluation and demonstrate that each the “minimum performance characteristics of equipment selected” is met.

Canada will evaluate only the documentation provided with a bidder's bid. Canada will not evaluate information such as references to Web site addresses where additional information can be found, or technical manuals or brochures not submitted with the bid.

References: Standard Instructions 2003 part 5.7 (2018-05-22) – submission of bids

- Please refer to the table on the next page:

TABLE OF TECHNICAL COMPLIANCE		
	Mandatory Technical Specifications :	Bidders Specifications (should indicate the reference to the technical documentation of the proposed equipment or indicate the exact information)
1.	Double-walled polymer spreader	<hr/> <hr/>
2.	1.8 cubic yards	<hr/> <hr/>
3.	Dual electric motors minimum 12 Volts	<hr/> <hr/>
4.	Complete Pre-wet system including two (2) twenty-five (25) gallon tanks	<hr/> <hr/>

Solicitation No. - N° de l'invitation  
T3033-1924B4/B  
Client Ref. No. - N° de réf. du client  
T3033-1924B4

Amd. No. - N° de la modif.  
File No. - N° du dossier  
QCN-8-41151

Buyer ID - Id de l'acheteur  
QCN036  
CCC No./N° CCC - FMS No./N° VME

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## ANNEX «D» - CERTIFICATION AND BIDDER FORMS

### Form – To be submitted with bid

#### REF.: 5.2.3 OEM Certification

##### OEM Certification Form

This confirms that the original equipment manufacturer (OEM) identified below has authorized the Bidder named below to provide and maintain its products under any contract resulting from the bid solicitation identified below.

Name of OEM	_____
Signature of authorized signatory of OEM	_____
Print Name of authorized signatory of OEM	_____
Print Title of authorized signatory of OEM	_____
Address for authorized signatory of OEM	_____
Telephone no. for authorized signatory of OEM	_____
Fax no. for authorized signatory of OEM	_____
Date signed	_____
Solicitation Number	_____
Bidder's name	_____



## PRESENTATION OF YOUR BID

### Check List

Below is a checklist of the contents of your bid. This list is not an exhaustive list; it remains the Bidder's responsibility to prepare its bid in accordance with the instructions contained in the Request for Proposal (RFP) and provide a comprehensible and sufficiently detailed bid, including all requested pricing details that will permit a complete evaluation in accordance with the criteria set out in the RFP.

Pagination of Document 1 of 2 (document of only one page)	
Page 1	Bidders should include with their bid, <b>the first sheet</b> of this RFP properly completed and signed. Refer to 2003 Standard Instructions mentioned in part <b>2.1 Standard Instructions, Clauses and Conditions</b> .
Pagination of Document 2 of 2 (document of 24 pages)	
Page 5	Bidders must submit their bid only to the address indicated in clause <b>2.2 Submission of Bids</b> .
Page 9	Bidders must pay attention on how will be evaluated and winning bid selected. Refer to <b>Part 4-Evaluation Procedures and Bases of Selection</b> .
Page 10	<b><u>This is applicable only if an offence has been committed</u></b>  Bidders must provide with their bid, the required documentation as indicated clause <b>5.1.1 Declaration of Convicted Offences</b> .
Page 15	Bidders should submit with their bid, clause <b>6.5.3 Contractors' Representatives</b> properly completed.
Pages 21	Bidders must include with their bid, <b>Annex "B" - Basis of Payment</b> duly completed
Pages 21-22	Bidders must include with their bid, the necessary documentation to support compliance with the mandatory criteria of <b>Annex C – Mandatory Criteria</b>  <b><u>Warning: Bidders must include references to the technical documentation</u></b>
Page 23	Bidders must submit precedent to contract awards, <b>Annex "D" – Certification and bidder forms</b> .