



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC**

**11 Laurier St. / 11, rue Laurier**

**Place du Portage, Phase III**

**Core 0B2 / Noyau 0B2**

**Gatineau, Québec K1A 0S5**

**Bid Fax: (819) 997-9776**

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**

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

**Issuing Office - Bureau de distribution**

Fuel & Construction Products Division  
L'Esplanade Laurier,  
140 O'Connor Street,  
East Tower, 4th floor,  
Ottawa  
Ontario  
K1A 0S5

<b>Title - Sujet</b> R&O SPACE & WATER HEATERS	
<b>Solicitation No. - N° de l'invitation</b> W8486-184162/A	<b>Amendment No. - N° modif.</b> 006
<b>Client Reference No. - N° de référence du client</b> W8486-184162	<b>Date</b> 2019-01-17
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HL-668-75797	
<b>File No. - N° de dossier</b> hl668.W8486-184162	<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 2019-01-31</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 type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Boyer, Michel	<b>Buyer Id - Id de l'acheteur</b> hl668
<b>Telephone No. - N° de téléphone</b> (613) 295-9383 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**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/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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THIS AMENDMENT IS RAISED TO:

- A. Provide answers to questions received from potential bidder(s)
- B. Annex "D"

**A. Questions and answers**

- Q1. In your answer to question 4 (Amendment 004) you state that Canada will accept accreditation in the required field of field heating equipment if it meets the requirements in order to get equipment modified and CSA certified. We have researched this and cannot find any trade licensing body that meets these requirements other than CCTT. Could DND please state specifically what trades and licenses would meet this requirement. The cost of submitting this bid is large and it would make no sense to submit a bid if DND can simply say our training doesn't meet the requirement. To make this bid fair and transparent can you be more specific about the personnel qualifications?
- A1. The accreditation requirement was expanded in response to previous queries. If a potential bidder, in their research, has found no equivalent accreditation then the CCTT qualification remains. DND remains open to considering other qualifications as equivalent if the company finds and is able to justify an alternative to CCTT.
- Q2. In your answer to question 2 (Amendment 004) you state that Canada has no plans to modify the equipment, but modifications may be needed in the future to keep the material within the required standards for this type of equipment. If there are no current plans to modify the equipment then why is the emphasis of the Technical bid evaluation heavily weighted to modification of the units?
- A2. Given the expected lifetime of these equipment fleets, CSA certified modifications are an essential part of this contract and critical to the long-term sustainability and usability of these fleets. Often these modifications arise out of changes to government regulations which are unforeseen, so while modifications are not planned currently they can arise and this contract needs to allow for them to be completed in a fashion that also ensures CSA certification. The technical bid is heavily weighted on this because repairing equipment is generally easy while modifications require a skilled and certified workforce.
- Q3. The technical bid evaluation plan paragraph 3.2 states:
- a. "The bidder must provide specific qualifications and experience of the personnel to perform work under the contract. Information must include the individual's name and any relevant training and expertise in the area required relating to repair and overhaul of Tactical Mobile Heaters and related equipment. The response must include how many in-house personnel will be licensed technicians by the Canadian Council of Technicians and Technologists that could be allocated to perform this contract. The bidder must provide the license number or a copy of certification of the CCTT licensed technicians."

The way I read this is CCTT licensed technicians are to perform most if not all of the Repair and Overhaul work – this is not necessary in commercial industry. This requirements conflict with Canada's statement that there are no plans to modify the equipment but that it may happen in the future. If DND wants to modify the units in the future we will subcontract a professional engineer that you have asked for to get the requirements and CSA certification. Once that is approved by the TA the implementation of the modification can be done by any qualified technician. Why do we have to employ or train personnel to qualifications they will probably never use?

- A3. The paragraph simply states the response must include how many in-house personnel will be licensed by CCTT that could be allocated to perform the work. It doesn't indicate they are to perform most of the work.
- Q4. All of the above issued also revolve around CSA certification. CSA is a manufacturing certification, imposed to ensure that manufacturers produce safe equipment. We understand this. A secondary reason is to limit liability to manufactures so that if someone changes a part that is not the OEM part then the unit is no longer certified and the OEM cannot be held accountable for any resultant problem.
- a. There is no program in CSA for certification of repaired units. UL Canada is looking at this but is one to five years away from coming up with a standard. In the meantime the rules are – if you replace a part on a unit that is not the original OEM part then the new part has to be CSA certified and the whole unit needs to be requalified to re-establish the certification. This can only be done for manufacturing whole units or in significant batches on a batch by batch basis. The only other way to accomplish accreditation is on a one by one basis where ESA is brought in and certifies that the modification itself is safe and will not affect the operation of the remaining unit. It does not certify the modified unit as a whole and it must be repeated on each unit. We know this because we have been recently through this type of program and have asked CSA.
- b. None of the activities to modify and qualify the safety of the units will be significant in terms of subcontracting and the 50% limitation and you have already stated that there are no plans to modify these units currently. This is why we are having problems understanding the emphasis on professional Engineers on staff and CCTT qualified technicians.
- A4. While there doesn't appear to be a question posed in the above paragraph, as previously mentioned, CSA certified modifications are an essential part of this contract and critical to the long-term sustainability and usability of the fleets. Often these modifications arise out of changes to government regulations which are unforeseen, so while modifications are not planned currently they can arise and this contract needs to allow for them to be completed in a fashion that also ensures CSA certification.
- Q5. There are a large volume of manuals/publications that form CSA-B140 and there are some obvious publications within the CSA-B140 publications that are not applicable to this contract so to state that CSA-B140 applies in its entirety just does not make sense. Will Canada re-examine this issue and advise exactly what CSA-B140sub-publications actually apply?
- A5. Given the various fleets included in this contract and the differing components of each, the overarching publication of CSA-B140 is used to cover all. The winning bidder will need to understand and refer to CSA-B140 and the appropriate sub-elements depending on the particular piece of equipment. This is part of the reason that the RFP will evaluate for CCTT-qualifications and professional engineers as part of the winning bid package.
- Q6. If Canada is allowing companies to claim subcontracted equipment and personnel requirements, of what value is the technical bid evaluation? The bidder can simply go out and claim whatever is necessary to achieve full points and state he will meet the subcontracting requirement of 50%. Is Canada going to strictly monitor the subcontract requirement and is Canada prepared to terminate the contract to the successful bidder if the requirement is not respected? Otherwise one could subcontract most of the work and put in a low dollar figure for hourly work and win. What is the legal consequence of not meeting the subcontracting requirement?

- A6. It is DND's intend to monitor this subcontract requirement through verification of the invoice receipts. Any requirements that are not respected during the life of the contract will be evaluated for appropriate response(s).
- Q7. As per one of the answers in the recently published amendment indicating that paragraph 3.7 of the Bid evaluation has been removed, will Canada re-issue the technical bid evaluation matrix now that paragraph 3.7 has been removed?
- A7. Yes the technical bid evaluation will be updated to reflect this change. An updated version is included with this amendment
- Q8. We respectively would request a telephone call with PSPC to explain these points in more details, once you had the chance to digest what we are trying to say. Failing this, as we are aware this is at the RFP stage and could be perceived as a conflict, will PSPC consider holding a bidders conference where these issued can be addresses with all bidders in attendance listening to the answers?
- A8. Given that the questions appear limited to a relatively specific part of the RFP, a bidders conference does not appear warranted at this time.

## **B. Questions and answers**

Remove Annex "D" and replace with Annex "D-1"

## ANNEX D-1

### BID EVALUATION PLAN

## 1 BID EVALUATION PLAN

### 1.1 Introduction

This document outlines the proposal contents requirements and the methodology for evaluating a bid. This Bid Evaluation Plan identifies all the mandatory requirements and point-rated criteria items to be evaluated, their relative weighting and how they will be scored. **Your proposal must address, in written narrative, all subjects identified in the evaluation section below.**

### 1.2 Evaluation Stages

#### 1.2.1 The evaluation will be comprised of the following stages:

##### 1.2.1.1 Stage 1: Evaluation of Mandatory Requirements

##### 1.2.1.2 Stage 2: Evaluation of Point Rated Criteria

##### 1.2.1.3 Stage 3: Financial Evaluation

### 1.3 Bid Evaluation Plan

This plan establishes and identifies the evaluation criteria that will be used in the bid solicitation document. Rating factors are assigned to the evaluation criteria. The rated factors reflect the relative importance of the evaluation criteria and their appropriate weighting to each requirement and ensure fair competition. Narrative responses consisting of a simple statement of compliance without clear narrative details could prevent proper assessment of the proposal and result in your proposal being rejected from further consideration.

### 1.4 Bid Proposal

The bid proposals will be evaluated on the basis of a combination of mandatory and point rated criteria. To be considered responsive, a bid must meet all the mandatory requirements, must obtain the required minimum score of 75% (or **105** points) on the point-rated criteria, and must meet the first (i.e. minimum) performance level of each rated criteria. Bids not meeting all the mandatory and point rated requirements will be given no further consideration.

### 1.5 Compliance with Certification

To be considered responsive, Bidders must demonstrate compliance with all checklists and certifications requested in the Request for Proposal.

### 1.6 Contractor Selection Methodology

The winning Contractor must be selected by the Lowest Cost Compliant Bidder

Methodology. Responsive bids must:

- a) Comply with all the requirements of the bid solicitation;
- b) Meet all mandatory and rated criteria requirements of the technical evaluation criteria; and
- c) Provide the lowest submitted price in accordance with paragraph 4, Stage 3: Financial Evaluation.

## 2 STAGE 1: EVALUATION OF MANDATORY REQUIREMENTS

Canada will review each Proposal for compliance with the Mandatory Requirements. Bids that, in the determination of Canada, do not comply with the Mandatory Requirements will be eliminated from further consideration in the evaluation process and will not proceed to Stage 2 of the evaluation process.

For purposes of this RFP, comply and compliant mean that the Bid conforms to the Mandatory Requirements without deviation or reservation.

Mandatory requirements are evaluated on a simple pass/fail basis. The treatment of mandatory requirements is stringent. The Bid must address the mandatory requirements specified.

### 2.1 Compliance with the Terms and Conditions of the RFP

1.	<b>The Bidder must initial the check-off box indicating the company will comply with all of the Terms and Conditions (RFP Requisition No.: W8486-184162 in any resulting contract).</b>	<b>M</b>
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Description	Compliant Check-off
<b>RFP Requisition No.: W8486-184162</b>	

### 2.2 Compliance to Statement of Work, Annex “A” and Logistics Statement of Work, Annex “B”.

Check-off Tables have been provided for each Annex detailed above.

1.	<b>The Bidder must check-off each box indicating the company will comply with all of the elements of the SOW in any resulting contract.</b>	<b>M</b>
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#### 2.2.1 Mandatory Requirements of the SOW, Annex “A”.

**Table 1: ANNEX A - SOW Check-Off Table**

Section	Mandatory Requirements	Check- Off
<b>1</b>	<b>Scope</b>	
1.1	Purpose	

Solicitation No. - N° de l'invitation  
W8486-184162/A  
Client Ref. No. - N° de réf. du client  
W8486-184162

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hl668.W8486-184162

Buyer ID - Id de l'acheteur  
hl668  
CCC No./N° CCC - FMS No./N° VME

1.2	Background	
<b>2</b>	<b>APPLICABLE DOCUMENTS</b>	
2.1	Applicability	
2.1.1	Order of Precedence	
2.1.2	Discrepancies	
2.2	Publications	
2.2.1	Government Furnished Publications	
2.2.2	Other Publications	
<b>3</b>	<b>REPAIR AND OVERHAUL DEFINITIONS</b>	
3.1	The term “repair” is defined as:	
3.1.1	Third Level Repair	
3.2	The term “overhaul” is defined as:	
3.2.1	Scope of Overhaul	
<b>4</b>	<b>REQUIREMENTS</b>	
4.1	General Requirements	
4.2	Contractor Experience	
4.3	Contractor Resources	
4.3.1	Engineering and Technical Staff	
4.3.2	Test Facilities	
4.3.3	Publication Resources	
4.4	Performance and Reliability	
4.5	Maximum Repair Cost (MRC)	
4.6	Minimum and Maximum Repair Units	
4.7	Repair / Condemn Decisions	
4.8	Provision of Material	
4.8.1	Government Supplied Material	
4.8.2	Contractor Supplied Parts	
4.8.3	Obsolescence	
4.8.4	Contractor Furnished Parts	
4.8.5	Contractor Repair Parts Account	
4.9	General Extent of Work	
4.9.1	Mechanical	
4.9.2	Electrical	
4.9.3	Safety	
4.9.4	Finish	
4.9.5	Painting	
4.10	Tactical Mobile Heaters and Related Equipment Overhaul Work	
4.10.1	Equipment Inspection:	
4.10.2	Mechanical Work:	

Solicitation No. - N° de l'invitation  
W8486-184162/A  
Client Ref. No. - N° de réf. du client  
W8486-184162

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hl668.W8486-184162

Buyer ID - Id de l'acheteur  
hl668  
CCC No./N° CCC - FMS No./N° VME

4.10.3	Electrical Work:	
4.10.4	Frame and Sheet Metal Work:	
4.11	Acceptance Test Procedures	
4.12	Subcontracting of Repair Services	
4.13	Technical Investigation and Engineering Support (TIES)/ Special Investigation and Technical Studies (SITS)/ Field Service Representatives (FSRs) and Mobile Repair Parties (MRPs)	
4.13.1	TIES/SITS/FSR/MRP Services	
4.13.2	TIES/SITS/FSR/MRP Engineering Data and Drawings	
4.14	Documentation	
4.15	Unsatisfactory Condition Reports	
4.16	Communication and Technical Assistance	
4.17	Preparation for Delivery	
4.17.1	Preparation and Preservation Instructions	
4.17.2	Packaging	
4.18	Meetings	
4.18.1	Meetings, Agenda and Minutes	
4.18.2	Kick-off Meeting	
4.18.3	Progress Review Meetings	
<b>5</b>	<b>QUALITY ASSURANCE</b>	
5.1	Quality Assurance Representative	
5.2	Test and Inspection	
5.3	CSA Certification	
<b>6</b>	<b>ENVIRONMENTAL, OCCUPATIONAL HEALTH AND SAFETY</b>	
6.1	Compliance	
6.2	Workplace Hazardous Materials Information System (WHMIS)	
6.3	Controlled Products	
6.4	Use of Controlled Products	
6.5	Mercury Regulations	
6.6	Material Safety Data Sheets/ Safety Data Sheets	
6.7	Environmental Management System (EMS) and Occupational Health and Safety	
6.7.1	Environmental Management System	
6.7.2	Occupational Health and Safety Management System	
6.7.3	Applicability	
6.7.4	Audits	
<b>7</b>	<b>PROJECT MANAGEMENT</b>	
7.1	Cost and Schedule Control	
7.2	Access to Facilities	



Solicitation No. - N° de l'invitation  
W8486-184162/A  
Client Ref. No. - N° de réf. du client  
W8486-184162

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hl668.W8486-184162

Buyer ID - Id de l'acheteur  
hl668  
CCC No./N° CCC - FMS No./N° VME

7.2.1	Government Access to Contractor's Facilities	
7.2.2	Contractor Access to Government Facilities	
7.3	Requests for Technical Information/Assistance	
7.4	Security Classification	
7.5	Compliance with DND Policies	
<b>8</b>	<b>DELIVERABLES</b>	
8.1	Acceptance Test Procedures	
8.2	Repaired Materiel	
8.3	Completion of Work Documentation	
8.4	Identification Markings	
8.5	Reports	
8.5.1	In-inspection Report	
8.5.2	Monthly Progress Report	
8.5.3	Annual Inventory Report	
8.5.4	Other Reports	

Document	Mandatory Requirements	Check- Off
Appendix A1 to Annex A	Work Statement For Chemical Agent Resistant Coating System	
Appendix A2 to Annex A	Technical Publications	

2.2.2 Mandatory requirements of the Logistics SOW, Annex “B”.

**Table 2: ANNEX B - Logistics SOW Check-Off Table**

Section	Mandatory Requirements	Check- Off
1.0	GENERAL	
1.1	AIM	
1.2	EXTENT OF WORK	
2.0	ADMINISTRATION	
2.1	RECEIPT	
2.2	DISCREPANCIES IN SHIPMENTS	
2.3	COMPLETION OF WORK	
3.0	WORK CONTROL	
4.0	ANNUAL REPAIR FORECAST - SNAPs	
5.0	COST CONTROL	
6.0	COSTING RECORDS	
7.0	MAINTENANCE SUPPORT	
7.1	MINOR REPAIRS	
7.2	MOBILE REPAIR PARTIES (MRPs)	
7.3	EQUIPMENT TURN AROUND TIME (TAT)	
7.4	PRIORITY REPAIR REQUEST (PRR)	
7.5	SPECIAL INVESTIGATIONS & TECHNICAL STUDIES (SITs)	
7.6	TECHNICAL INVESTIGATIONS & ENGINEERING STUDIES	

Solicitation No. - N° de l'invitation  
W8486-184162/A  
Client Ref. No. - N° de réf. du client  
W8486-184162

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hl668.W8486-184162

Buyer ID - Id de l'acheteur  
hl668  
CCC No./N° CCC - FMS No./N° VME

	(TIES)	
8.0	SUPPLY SUPPORT	
8.1	TRANSACTION DOCUMENTATION	
8.2	CONTRACTOR SUPPLY ACCOUNTING	
8.3	MANAGEMENT OF DND-OWNED SPARES	
8.4	SPARES REVIEW	
8.5	STOCKTAKING	
8.6	SELECTION NOTICE OBSERVATION MESSAGE (SNOM)	
8.7	EMBODIMENT FEES	
8.8	LOSS OR DAMAGE TO DND MATERIEL	
8.9	SCRAP – CUSTODY & DISPOSAL	
8.10	PRESERVATION AND PACKAGING FAILUR	
8.11	REUSABLE CONTAINER	
8.12	TRANSPORTATION	
8.13	CUSTOMS AND EXCISE	
9.0	WARRANTY CONSIDERATION	
10.0	CONTRACTOR USE OF DND EQUIPMENT/PUBLICATIONS	
11.0	PUBLICATIONS	
12.0	OFFICE SERVICES	
13.0	MINUTES OF MEETINGS	
14.0	PLANT SHUTDOWN/VACATION PERIOD	
15.0	REPORTS	
15.1	MRP PROGRESS REPORTS	
15.2	TECHNICAL INVESTIGATIONS & ENGINEERING STUDIES (TIES) REPORTS	
15.3	ANNUAL CONTRACTOR HELD INVENTORY REPORT	

## 2.3 Company Profile

Outline the company's history and provide details of experience and expertise as they relate to the work that will be performed under any resulting contract for the Repair and Overhaul of Tactical Mobile Heaters and Related Equipment or Repair and Overhaul (R&O) contracts.

1.	The company and facilities at which the work will be performed must have a minimum of one (1) year of directly related experience including contracts for work on Tactical Mobile Heaters and Related Equipment or Repair and Overhaul (R&O) contracts with military projects. The narrative provided must include details to establish capabilities regarding volume, quality and expertise.	<b>M</b>
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## 2.4 Quality Assurance

- a) Provide a Quality Assurance Plan that meets the requirement of the contract or provide a copy of the Bidder's ISO 9001/2015 certification.

1.	A copy of a Quality Assurance Plan, with references to Quality Assurance Procedures, which must show how work, including subcontractors, must be monitored for adherence to contract quality assurance requirements as detailed in ISO 9001/2015, or provide a copy of the Bidder's ISO 9001/2015 certification.	<b>M</b>
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- b) Provide the job description and major responsibilities of the in-house Quality Assurance/Control representative. Provide an Organizational Chart for the Company that clearly shows the position and reporting structure of the QA representative in your organization.

1.	The job description must reflect direct responsibility with respect to performing quality assurance work.	<b>M</b>
2.	The job description must reflect an Organization Chart showing the position of the QA representative in your organization.	<b>M</b>

- c) Provide adequate in-house office to the National Defence Quality Assurance Representative (NDQAR).

1.	Propose a typical, functional office type facility for the NDQAR to perform his/her duties while at the Bidder's facility.	<b>M</b>
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## 2.5 Hazardous Material

1.	The Bidder must <u>certify</u> that it will handle, transport, and dispose of all waste and hazardous waste generated as a result of the Contract in accordance with current Federal and Provincial environmental legislation.	<b>M</b>
2.	The Bidder must adequately explain how this is to be monitored and managed.	<b>M</b>

## 2.6 Mandatory Plans, Certifications and Checklists

The following is a list of Mandatory Plans, Certifications and Checklists that the Bidder must provide as part of the Technical Evaluation. This list may not be all inclusive.

- (i) Initialed Checklists for RFP, Annex "A" and Annex "B";
- (ii) Quality Assurance Plan or copy of ISO 9001/2015 Certification; and
- (iii) Hazardous Material Certification.

### 3 STAGE 2: EVALUATION OF POINT RATED CRITERIA

Bidder's responses to point rated criteria must be evaluated on the extent to which they meet the requirements. For each bid that has proceeded to stage 2, Canada will review, and score the information provided by the bidder in response to the point rated criteria provided in this section.

#### 3.1 Scoring Methodology for Rated Criteria

**Bid Proposals must: achieve a total score of 75% (105 of 140 points); and meet the first (i.e. minimum) performance level of each rated criteria. Proposals that fail to score a total of 105 points must be considered non-compliant. Proposals that fail to meet the first performance level of each rated criteria must be considered non-compliant.** The points rated criteria are listed in the table below, along with their individual point values.

Proposals will be evaluated against the criteria listed in Table 3.

1.	Achieving a minimum total score equal to or higher than <b>105</b> is required to be considered compliant.	<b>M</b>
2.	Achieving the first performance level of each rated criteria is required to be considered compliant.	<b>M</b>

**Table 3: Scoring Table for Points Rated Criteria**

<b>Ite m</b>	<b>Criteria</b>	<b>Max Points</b>
1	Contractor Qualification Requirement	20
2	Organizational Responsibilities	10
3	Cost and Control Management	10
4	Logistical Procedures	20
5	Sub-contracting	10
6	Risk Management Plan	10
7	Technical Data Management	10
8	Configuration Management	10
9	Facility	20
10	Capability	20

**Maximum Points scored 140**

#### 3.2 Contractor Qualification Requirements (Max 20 points)

The Bidder must provide specific qualifications and experience of the personnel expected to perform work under the contract. Information must include the individual's name and any relevant training and expertise in the area required relating to repair and overhaul of Tactical Mobile Heaters and Related Equipment. The response must also include how many in-house personnel will be licensed technicians by the Canadian Council of Technicians and Technologists (CCTT) that could be allocated to perform this contract. The Bidder must provide the license number or copy of certification of the CCTT licensed technician(s).

Bidders must indicate resources available to produce electronic manuals, technical drawings and other logistic and engineering documentation. Curriculum Vitae (CV) must be included as substantiation for each technician, Professional Engineer, Shop Foreman, Technical Writer and Draftsman. Professional Engineer is defined as an Engineer registered with the licensing and regulating body for engineering in a province of Canada, and holds a permit to practice engineering in that province, and is in good standing with the licensing and regulating body. The Bidder must provide the permit number or copy of certification of the Professional Engineer.

1.	-The engineering staff includes at least one (1) Professional Engineer.	<b>5</b>
2.	-The engineering staff includes at least one (1) Professional Engineer. -The technical staff includes at least one (1) licensed technician in the mechanical field registered with the CCTT. -The technical staff includes at least one (1) licensed technician in the electrical field registered with the CCTT.	<b>10</b>
3.	-The engineering staff includes at least one (1) Professional Engineer. -The technical staff includes at least one (1) technician in the mechanical field registered with the CCTT. -The technical staff includes at least one (1) licensed technician in the electrical field registered with the CCTT. -The staff also includes a Shop foreman, with a minimum of five (5) years of experience and at least one (1) year of supervisory experience relating to R&O of Field Heaters.	<b>15</b>
4.	-The engineering staff includes at least one (1) Professional Engineer. The technical staff includes at least one (1) technician in the mechanical field registered with the CCTT. -The technical staff includes at least one (1) licensed technician in the electrical field registered with the CCTT. -The staff also includes a Shop foreman, with a minimum of five (5) years of experience and at least one (1) year of supervisory experience relating to R&O of Field Heaters and technical writers able to produce electronic manuals, technical drawings and other engineering documentation.	<b>20</b>

### 3.3 Organization Responsibilities (Max 10 points)

The Bidder must provide a list of organizational roles and responsibilities and name a Project Manager as the single point of contact for the project. **A CV for the Bidder's Project Manager must be provided.** This is for experience assessment purposes only.

1.	The Bidder provides the company organizational chart and identifies a Project Manager.	<b>2</b>
2.	The Bidder provides the company organizational chart and identifies a Project Manager with a minimum of two (2) years of experience in R&O contracts.	<b>5</b>

3.	The Bidder provides the company organizational chart and identifies a Project Manager with a minimum of five (5) years of experience in R&O contracts.	<b>7.5</b>
4.	The Bidder provides the company organizational chart and identifies a Project Manager with a minimum of five (5) years of experience in R&O contracts of which three (3) years have been in military R&O projects.	<b>10</b>

### **3.4 Compliance with Special Instructions for Repair and Overhaul Contractors, A-LM-184-001/JS-001 (Max 30 points)**

#### **3.4.1 (Cost and Control (Max 10 points))**

Bidders must indicate how R&O costs and schedules will be controlled and how modifications and additional tasks will be met and managed.

1.	The Bidder provides details of: -the interrelationship between the company cost accounting system and the cost control system.	<b>2.5</b>
2.	The Bidder provides details of: -the interrelationship between the company cost accounting system and the cost control system; and -how cost and schedule control of the contracted tasks will be met and managed.	<b>5</b>
3.	The Bidder provides details of: -the interrelationship between the company cost accounting system; -the cost control system and how cost and schedule control of the contracted tasks will be met and managed; and -the interrelationship between the tasks and various role of personnel involved in the cost control process.	<b>7.5</b>
4.	The Bidder provides details of: -the interrelationship between the company cost accounting system and the cost control system; -how cost and schedule control of the contracted tasks will be met and managed; -the interrelationship between the tasks and various role of personnel involved in the cost control process; and -their capability to collect and segregate actual costs on a real-time basis.	<b>10</b>

#### **3.4.2 Logistical Procedures (Max 20 Points)**

The Bidder must state specifically in a narrative and provide evidence that their company has the ability to meet, or is performing, or has performed all procedures applicable to the contract in accordance with A-LM-184-001/SJ-001. The Bidder must provide the contract title for the cited past experience and current experience.

1.	The Bidder has basic awareness of the logistic issues.	<b>5</b>
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2.	The Bidder has stated the logistics issues and provided evidence of abilities.	<b>10</b>
3.	The Bidder has stated the logistics issues and cited past experience in implementing DND logistic procedures in accordance with A-LM-184-001/SJ-001.	<b>15</b>
4.	The Bidder has stated the logistics issues, has cited past experience in implementing DND logistic procedures and currently has a well-established in-house logistical team implementing the DND procedures in accordance with A-LM-184-001/SJ-001.	<b>20</b>

### 3.5 Sub-contracting (Max 10 Points)

The Bidder must identify potential subcontractors and identify which work must be performed by these subcontractors. The Bidder must provide details on how quotes will be solicited, how subcontractors will be selected and how the quality and delivery schedules of subcontracted work will be monitored to ensure compliance with the terms and conditions of the SOWs. The Bidder must outline any previous experience with the proposed subcontractors.

1.	The Bidder identifies its potential subcontractors, but does not demonstrate the company has knowledge of subcontracting processes.	<b>1</b>
2.	The Bidder identifies its potential subcontractors and their roles in fulfilling the requirements of the SOWs, and states the issues involved in the subcontracting process.	<b>5</b>
3.	The Bidder identifies its potential subcontractors and their roles in fulfilling the requirements of the SOWs, and states the issues involved in the subcontracting process, based on cited past experience in resolving or mitigating the issues involved in the subcontracting process.	<b>7.5</b>
4.	The Bidder has no subcontractors, or the Bidder identifies its potential subcontractors and their roles in fulfilling the requirements of the SOWs, and states the issues involved in the subcontracting process, based on cited past experience in resolving or mitigating the issues involved in the subcontracting process and there is little or no reliance on subcontractors in the production plan.	<b>10</b>

### 3.6 Risk Management Plan (Max 10 Points)

The Bidder must provide a risk management plan that addresses the risks inherent in the program, and includes a risk assessment, risk prioritization and risk mitigation strategies. The plan must include how the risks will be managed through the contract and the frequency of updates.

1.	The Bidder has basic knowledge of the risk issues.	<b>2.5</b>
2.	The Bidder understands risks involved in an R&O contract, and: -has identified and prioritized the risks.	<b>5</b>



3.	The Bidder understands the risks in an R&O contract, and: -has identified and prioritized the risks; and -has included a risk mitigation plan.	<b>7.5</b>
4.	The Bidder understands the risks in an R&O contract, and: -has identified and prioritized the risks; -has included a risk mitigation plan; and -has provided an example risk mitigation plan currently implemented on another R&O project.	<b>10</b>

### 3.7 Technical Data Management (Max 10 points)

The Bidder must demonstrate his capability to manage and update technical data for the contract.

1.	The Bidder does not have any in-house technical data capability, or Computer Aided Design (CAD) systems and uses Subcontractors for this requirement.	<b>1</b>
2.	The Bidder has in-house technical data capability and a CAD system.	<b>5</b>
3.	The Bidder has in-house technical data and a CAD system and has at least two (2) years of experience in production of technical data for various contracts.	<b>7.5</b>
4.	The Bidder has in-house technical data capability and a CAD system, and has more than two (2) years of experience in providing technical data for military projects.	<b>10</b>

### 3.8 Configuration Management (Max 10 Points)

Bidders must provide a Configuration Management (CM) Plan demonstrating how they intend to manage the configuration of Field Heaters and Related Equipment.

1.	The Bidder has a basic awareness of configuration management requirements.	<b>2.5</b>
2.	The Bidder has a CM plan but the plan provided does not completely address the four fundamental parts of configuration management, which are organization, responsibilities, reports and control.	<b>5</b>
3.	The Bidder has a CM plan that addresses the four aspects of configuration management and how it will be handled for the R&O contract, including organization, responsibilities, reports and control.	<b>7.5</b>
4.	The Bidder has a CM plan that addresses the four aspects of configuration management and how it will be handled for the R&O contract, including organization, responsibilities, reports and control. In addition, the Bidder has at least one year of experience in CM on military Diesel Fuel Fired Field Heaters and Related Equipment or military R&O projects.	<b>10</b>

### 3.9 Facility (Max 20 Points)



This evaluation applies to the overall facility and equipment capacity notwithstanding of location or status (in-house or sub-contracted).

Bidders must identify their owned/leased facilities and location where the work will be performed. Provide description, size and layout of work areas, storage facilities and a list of machinery, repair, tooling and test equipment that will be available for work to be performed at the time of bid closing.

Bidders must provide details confirming the facilities meet regulations governed by all levels of government and environmental requirements imposed by award of a repair & overhaul contract.

1.	<p>The Bidder provides a facility area of minimum 800 sq. ft to 999 sq. ft and a minimum list of machinery and equipment capable of performing the following tasks:</p> <ul style="list-style-type: none"><li>- precision metal machining;</li><li>- welding capability for repairing and fabricating with stainless steel, aluminum and steel;</li><li>- precision metal drilling;</li><li>- Storage capability for incoming and outgoing heaters (minimum 10 units) and Spare parts;</li><li>- special tools and test equipment to perform the specified acceptance test procedure; and</li><li>- Environmental control (ventilation, exhaust and heating) to comply with Environmental Health and Safety Act.</li></ul>	<b>1</b>
2.	<p>The Bidder provides a facility area of minimum 1000 sq. ft to 4999 sq. ft and has a minimum list of machinery and equipment capable of performing the following tasks:</p> <ul style="list-style-type: none"><li>- precision metal machining and surface milling;</li><li>- welding capacity for repairing and fabricating with stainless steel, aluminum and steel;</li><li>- precision metal drilling;</li><li>- Storage capability for incoming and outgoing heaters (minimum 15 units) and Spare parts;</li><li>- special tools and test equipment to perform the specified acceptance test procedure; and</li><li>- Environmental control (ventilation, exhaust and heating) to comply with Environmental Health and Safety Act.</li></ul>	<b>10</b>
3.	<p>The Bidder provides a facility area of 5000 sq. ft or greater and has a minimum list of machinery and equipment capable of performing the following tasks:</p> <ul style="list-style-type: none"><li>- precision metal machining, surface milling and Computer Numerically Controlled (CNC) milling;</li><li>- welding capacity for repairing and fabricating with stainless steel,</li></ul>	<b>15</b>

	<ul style="list-style-type: none"> <li>aluminum and steel;</li> <li>- precision metal drilling;</li> <li>- Storage capability for incoming and outgoing heaters (minimum 25 units) and spare parts;</li> <li>- special tools and test equipment to perform the specified acceptance test procedure; and</li> <li>- Environmental control (ventilation, exhaust and heating) to comply with Environmental Health and Safety Act.</li> </ul>	
4.	<p>The Bidder provides a facility area of 5000 sq. ft or greater and has a minimum list of machinery and equipment capable of performing the following tasks:</p> <ul style="list-style-type: none"> <li>- precision metal machining, surface milling and Computer Numerically Controlled (CNC) milling;</li> <li>- welding capacity for repairing and fabricating with stainless steel, aluminum and steel;</li> <li>- precision metal drilling;</li> <li>- Storage capability for incoming and outgoing heaters (minimum 50 units) and spare parts;</li> <li>- Diagnostic equipment for testing diesel engines;</li> <li>- performing in-house CARC painting;</li> <li>- special tools and test equipment to perform the specified acceptance test procedures; and</li> <li>- Environmental control (ventilation, exhaust and heating) to comply with Environmental Health and Safety Act.</li> </ul>	20

### 3.10 Production Capability (Max 20 Points)

The Bidder must provide a written production plan which outlines the startup, production, ordering of parts and corresponding time required for each task from time of contract award. The production plan must demonstrate the routine 60 calendar day turnaround time (TAT) from the date the equipment is received to the date the equipment is reported serviceable, after successful completion of the Acceptance Test Procedures.

The Bidder must provide a narrative to indicate how they intend to monitor the R&O process to ensure the routine TAT is met throughout the contract. The Production Plan must show the process of how each operation is to be conducted (Bidders may choose to submit a flow chart in the explanation).

1.	The Bidder provides only a production management plan.	3
2.	<p>The Bidder provides a production management plan, and:</p> <ul style="list-style-type: none"> <li>- explanation of the process and how each operation is executed and the respective organizational responsibilities.</li> </ul>	6
3.	<p>The Bidder provides a production management plan, and:</p> <ul style="list-style-type: none"> <li>- explanation of the process and how each operation is executed and the respective organizational responsibilities; and</li> <li>- has at least 24 months of experience in the last five (5) years in</li> </ul>	10

Solicitation No. - N° de l'invitation  
W8486-184162/A  
Client Ref. No. - N° de réf. du client  
W8486-184162

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hl668.W8486-184162

Buyer ID - Id de l'acheteur  
hl668  
CCC No./N° CCC - FMS No./N° VME

	executing a production plan with processes for each operation on Military equipment.	
4.	<p>The Bidder provides a production management plan, and:</p> <ul style="list-style-type: none"><li>- explanation of the process and how each operation is executed and the respective organizational responsibilities;</li><li>- the production plan details procedures for handling urgent requirements including priority repair requests (PRR); and</li><li>- the Bidder has at least 24 months of experience in the last five (5) years in executing a production plan with processes for each operation on Military equipment.</li></ul>	<b>15</b>
5.	<p>The Bidder provides a production management plan, and:</p> <ul style="list-style-type: none"><li>- explanation of the process and how each operation is executed and the respective organizational responsibilities;</li><li>- the production plan details procedures for handling urgent requirements including priority repair requests (PRR);</li><li>- the production plan details of procedures in place for handling workload surges while continuing to meet TAT; and</li><li>- the Bidder has at least 24 months of experience in the last five (5) years in executing a production plan with processes for each operation on Military equipment.</li></ul>	<b>20</b>

## **4 STAGE 3: FINANCIAL EVALUATION**

### **4.1 Mandatory Financial Evaluation Criteria**

The Financial Bid must be in accordance with the Price Schedule at Annex C and the Basis of Payment in the Request for Proposal.

The evaluated price of the Bid must be determined as follows:

#### **Part A – Labour Cost**

1. Determine the Average All-Inclusive Hourly Rate from the Firm All-Inclusive Hourly Rate over the five (5) year period for each of the four (4) following categories:
  - a. In-plant Repair and Overhaul (R&O);
  - b. Special Investigation and Technical Studies (SITS);
  - c. Technical Investigation and Engineering Support (TIES); and
  - d. Field Service Representative (FSR) / Mobile Repair Party (MRP).
2. Determine the weighted cost per category: (Average All-Inclusive Hourly Rate) x (weight).
  - a. In-plant R&O: In-plant R&O Average All-Inclusive Hourly Rate x 78;
  - b. SITS: SITS Average All-Inclusive Hourly Rate x 5;
  - c. TIES: TIES Average All-Inclusive Hourly Rate x 15; and
  - d. FSR/MRP: FSR/MRP Average All-Inclusive Hourly Rate x 2.

The sum of all weighed cost per category will determine the Total Cost of Part A.

#### **Part B – Sub-Contracting, Parts & Material Cost**

For evaluation purposes:

- The Sub-contracting estimated amount equals 50% of the Total Cost of all four (4) categories (In-plant R&O, SITS, TIES and FSR/MRP) determined in the above, Part A. The Sub-contracting estimated amount will be equal to (Total Cost for all four (4) categories x 50 percent); and
  - The Parts and Material estimated amount equals 30% of the Total Cost of all four (4) categories (In-plant R&O, SITS, TIES and FSR/MRP) determined in the above, Part A. The Parts and Material estimated amount will be equal to (Total Cost for all four (4) categories x 30 percent).
1. The total cost of sub-contracting is determined as follows:  
(Average mark-up rate over the 5-year period) x (Sub-contracting estimated amount)
  2. The total cost of parts and material:

Solicitation No. - N° de l'invitation  
W8486-184162/A  
Client Ref. No. - N° de réf. du client  
W8486-184162

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hl668.W8486-184162

Buyer ID - Id de l'acheteur  
hl668  
CCC No./N° CCC - FMS No./N° VME

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(Average mark-up rate over the 5-year period) x (Parts and material estimated amount)

3. The sum of the total cost of sub-contracting and total cost of parts and material will determine the cost of Part B.

The sum of Part A and Part B will determine the evaluated price of the bid.

**See Example of Evaluation Grid (Appendix D1 to Annex D).**