



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Travaux publics et Services gouvernementaux
Canada

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

7e étage, suite 7300

Montréal

Québec

H5A 1L6

FAX pour soumissions: (514) 496-3822

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

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

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

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

Comments - Commentaires

Title - Sujet Gym - NCSM Champlain	
Solicitation No. - N° de l'invitation W0138-18A044/A	Date 2019-01-31
Client Reference No. - N° de référence du client W0138-18A044	
GETS Reference No. - N° de référence de SEAG PW-\$MTA-225-15228	
File No. - N° de dossier MTA-8-41322 (225)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-03-13	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Dubé, Stéphane	Buyer Id - Id de l'acheteur mta225
Telephone No. - N° de téléphone (514) 603-9967 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: NCSM CHAMPLAIN 405 boul Saguenay Est Chicoutimi Québec G7H7R4 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

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

Issuing Office - Bureau de distribution

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

800, rue de La Gauchetière Ouest

7e étage, suite 7300

Montréal

Québec

H5A 1L6

Delivery Required - Livraison exigée Voir Doc.	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

TABLE OF CONTENTS

TABLE OF CONTENTS	1
PART 1 - GENERAL INFORMATION	2
1.1 INTRODUCTION.....	2
1.2 SUMMARY	2
1.3 SECURITY REQUIREMENTS	2
1.4 DEBRIEFINGS	2
PART 2 - BIDDER INSTRUCTIONS	3
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	3
2.2 SUBMISSION OF BIDS	5
2.3 ENQUIRIES - BID SOLICITATION.....	5
2.4 APPLICABLE LAWS.....	5
PART 3 - BID PREPARATION INSTRUCTIONS	6
3.1 BID PREPARATION INSTRUCTIONS	6
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	8
4.1 EVALUATION PROCEDURES.....	8
4.2 BASIS OF SELECTION	8
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	9
5.1 CERTIFICATIONS REQUIRED WITH THE BID	9
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	9
PART 6 - RESULTING CONTRACT CLAUSES	10
6.1 SECURITY REQUIREMENTS	10
6.2 REQUIREMENT	10
6.3 STANDARD CLAUSES AND CONDITIONS.....	10
6.4 TERM OF CONTRACT	10
6.5 AUTHORITIES	11
6.6 PAYMENT	12
6.7 INVOICING INSTRUCTIONS	12
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION.....	13
6.9 APPLICABLE LAWS.....	13
6.10 PRIORITY OF DOCUMENTS	13
6.11 <i>SACC MANUAL</i> CLAUSES.....	13
ANNEX "A" - REQUIREMENT	14
ANNEX "B" – BASIS OF PAYMENT	19
ANNEX "C" - MANDATORY TECHNICAL CRITERIA TO BE DEMONSTRATED	20
ANNEX "D" - ELECTRONIC PAYMENT INSTRUMENTS	21
ANNEX "E" - COMPLETE LIST OF COMPANY BOARD OF DIRECTORS	22

PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request is divided into six parts plus attachments and annexes, as follows:

Part 1 General Information: provides a general description of the requirement;

Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the request;

Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;

Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;

Part 6 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and

1.2 Summary

HMCS Champlain's physical training equipment is outdated and must be replaced.

The requirement is detailed under Annex A.

1.2.1 Trade Agreements

This requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA) between Canada and the United States, and the Canadian Free Trade Agreement (CFTA)

1.2.2 Epost Connect

This request allows offerors to use the epost Connect service provided by Canada Post Corporation for offer submission. Offerors must refer to Part 2 of the RFSO entitled Instructions to offerors for further information.

1.3 Security Requirements

No security requirements applies for this request.

1.4 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.

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.

The [2003 \(2018-05-22\)](#) standard instructions is amended as follows:

- Section 5, entitled Submission of bids, is amended as follows:
 - subsection 1 is deleted entirely and replaced with the following: "Canada requires that each bid, at solicitation closing date and time or upon request from the Contracting Authority, for example in the case of epost Connect service, be signed by the Bidder or by an authorized representative of the Bidder. If a bid is submitted by a joint venture, it must be in accordance with the section entitled Joint venture."
 - subsection 2.d is deleted entirely and replaced with the following: "send its bid only to the specified Bid Receiving Unit of Public Works and Government Services Canada (PWGSC) identified in the bid solicitation, or to the address specified in the bid solicitation, as applicable;"
 - subsection 2.e is deleted entirely and replaced with the following: "ensure that the Bidder's name, return address and procurement business number, bid solicitation number, and solicitation closing date and time are clearly visible on the bid; and,"
- Section 6, entitled Late bids, is deleted entirely and replaced with the following: "PWGSC will return bids delivered after the stipulated solicitation closing date and time, unless they qualify as a delayed bid as described in the section entitled Delayed bids. For bids submitted using means other than the Canada Post Corporation's epost Connect service, the bid will be returned. For bids submitted using Canada Post Corporation's epost Connect service, conversations initiated by the Bid Receiving Unit via the epost Connect service that contain access, records and information pertaining to a late bid will be deleted."
- Section 07, entitled Delayed bids, is amended as follows:
 - Subsection 1 is amended to add the following piece of evidence: "d.: a CPC epost Connect service date and time record indicated in the epost Connect conversation activity."
- Section 8, entitled Transmission by facsimile, is deleted and replaced by the following:

"Transmission by facsimile or by epost Connect

 1. Facsimile
 - a. Unless specified otherwise in the bid solicitation, bids may be submitted by facsimile. The only acceptable facsimile number for responses to bid solicitations issued by PWGSC headquarters is 514-496-3822 or, if applicable, the facsimile number identified in the bid solicitation. The facsimile number for responses to bid solicitations issued by PWGSC regional offices is identified in the bid solicitation.
 - b. For bids transmitted by facsimile, Canada will not be responsible for any failure attributable to the transmission or receipt of the faxed bid including, but not limited to, the following:
 - i. receipt of garbled or incomplete bid;
 - ii. availability or condition of the receiving facsimile equipment;

-
- iii. incompatibility between the sending and receiving equipment;
 - iv. delay in transmission or receipt of the bid;
 - v. failure of the Bidder to properly identify the bid;
 - vi. illegibility of the bid; or
 - vii. security of bid data.
- c. A bid transmitted by facsimile constitutes the formal bid of the Bidder and must be submitted in accordance with the section entitled Submission of bids.
2. ePost Connect
- a. Unless specified otherwise in the bid solicitation, bids may be submitted 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).
 - b. To submit a bid using epost Connect service, the Bidder must either:
 - i. send directly its bid only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
 - ii. send as early as possible, and in any case, at least six business days prior to the solicitation closing date and time, an email that includes the bid solicitation number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.
 - c. If the Bidder sends an email to the Bid Receiving Unit, the Bid Receiving Unit will then initiate an epost Connect conversation which will allow the Bidder to transmit its bid afterward at any time prior to the solicitation closing date and time. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Bidder to access the message within the conversation, and the Bidder can reply to the email notification by transmitting its bid.
 - d. If the Bidder is using its own licensing agreement to send its bid, the Bidder must keep the epost Connect conversation open until at least 30 business days after solicitation closing date and time.
 - e. The email address of PWGSC Bid Receiving Unit in Headquarters is: TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca. The solicitation number must be identified in the epost Connect message field of all electronic transfers.
 - f. It should be noted that the use of epost Connect service requires a Canadian mailing address. Should a bidder not have a Canadian address, they may use the Bid Receiving Unit address specified on page 1 of the solicitation in order to register for the epost Connect service.
 - g. For bids transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:
 - i. receipt of a garbled or incomplete bid;
 - ii. availability or condition of the epost Connect service;
 - iii. incompatibility between the sending and receiving equipment;
 - iv. delay in transmission or receipt of the bid;
 - v. failure of the Bidder to properly identify the bid;
 - vi. illegibility of the bid;
 - vii. security of bid data; or
 - viii. inability to create an electronic conversation through the epost Connect service.
 - h. A bid transmitted by epost Connect service constitutes the formal bid of the Bidder and must be submitted in accordance with the section entitled Submission of bids."

2.1.1 SACC Manual Clauses

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

2.2 Submission of Bids

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by mail, by facsimile, in person or by Epost by the date, time and place indicated on page 1 of the Request for Standing Offers.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 6 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 the province of Quebec.

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 8 of the 2003 standard instructions and as amended in Part 2 - Bidder Instructions, Article 2.1 Standard Instructions, Clauses and Conditions. Bidders are required to 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 Offeror chooses to submit its offer in hard copies, Canada requests that the Offeror provides its offer in separately bound sections as follows:

Section I: Technical Offer: two (2) hard copies
Section II: Financial Offer: one (1) hard copy
Section III: Certifications: one (1) hard copy

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

N° de l'invitation - Solicitation No.
W0138-18A044/A
N° de réf. du client - Client Ref. No.
W0138-18A044

N° de la modif - Amd. No.
File No. - N° du dossier
MTA-8-41322

Id de l'acheteur - Buyer ID
MTA225
N° CCC / CCC No./ N° VME - FMS

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. The Bidders will be evaluated according to the Mandatory Technical Criteria to be identified in **Annex C - Mandatory Technical Criteria to be identified**.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with Annex B - Basis of Payment. The total amount of applicable taxes must be indicated separately.

3.1.1 Electronic Payment of Invoices – Bid

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

If Annex D - Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

[C3011T](#) (2013-11-06)

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 to be identified

The Bidder must offer products that meet all technical specifications and components described in Annex A. Bids will be evaluated on the mandatory technical requirements to be identified in Annex C.

Bidder must clearly demonstrate how their proposed products meet each and every mandatory criteria in Annex C. It is mandatory to provide technical/ descriptive documents and/or technical literature/notes, at the submission of your bid for all products offered to allow the technical evaluation. Failure to comply will render your bid non-responsive.

All bids that do not clearly demonstrate the conformity of each Mandatory Technical Criteria to be identified listed in Annex C, will be considered as non-receivable

4.1.2 Financial Evaluation

According to the A, B, C, D, E, F, G and H mentioned in Annex B.

A0222T (2014-06-26), Evaluation of Price – Canadian / Foreign Bid

*** Any proposal submitted in foreign currency will be assessed in Canadian currency.** The rate given by the Bank of Canada in effect on the bid solicitation closing date will be applied as a conversion factor.

The Bidder must complete and include with its proposal Annex B - Basis of Payment. If a field is left empty, the price will be considered as \$0.00.

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 will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

There is no security requirement applicable to the Contract.

6.2 Requirement

The Contractor must provide the items detailed in Annex A - Requirement.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Period of the Contract

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

6.4.2 Delivery Date

All deliverables described in Annex A must be delivered by March 27, 2019.

6.4.3 Delivery Points

Delivery of the requirement will be made at the delivery point identified in Annex A, Section 4.0

N° de l'invitation - Solicitation No.
W0138-18A044/A
N° de réf. du client - Client Ref. No.
W0138-18A044

N° de la modif - Amd. No.
File No. - N° du dossier
MTA-8-41322

Id de l'acheteur - Buyer ID
MTA225
N° CCC / CCC No./ N° VME - FMS

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Stephane Dubé
Title: Supply Officer
Public Services and Procurement Canada (PSPC)
Acquisitions Branch
Supply and Compensation Directorate
Place Bonaventure, South-West portal
800, rue de La Gauchetière Ouest, 7e étage, suite 7300, Montréal (Québec) H5A 1L6

Telephone: 514-603-9967
Facsimile: 514-496-3822
E-mail address: stephane.dube@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 (Will be completed by Canada once awarded)

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative (to be filled out by the bidder)

Name: _____
Title: _____
Organization: _____
Telephone: _____
Facsimile: _____
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 \$ _____ insert 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 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12), Single Payment

6.6.3 SACC Manual Clauses

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

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

6.6.4 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);

6.7 Invoicing Instructions

6.7.1 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices must not be submitted until all the work identified on the invoice has been completed.

Invoices must be distributed as follows:

- i. Send one PDF copy of the invoice by e-mail to the Contracting and Technical Authorities as identified under sub-articles 6.5.1 and 6.5.2 of the contract with copy to the following CSA e-mail address: (to be supplied in the contract)
- ii. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

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 _____.

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

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

ANNEX "A" - REQUIREMENT

REQUIREMENT

1.0 Scope

1.1 Purpose

DND requires the services of a contractor to deliver and install fitness equipment in the HMCS Champlain training room

1.2 Background

HMCS Champlain's physical training equipment is outdated; it must therefore be replaced. However, members must be able to train for their FORCE test annually, otherwise they may not be able to attend their courses or get a contract. At the moment, the training room is hardly used because we do not have good equipment. With this request, we will be able to use it as it should.

1.3 Terminology

DND: Ministry of National Defense.

HMCS Champlain: Her Majesty's Canadian Ship Champlain. This is the building where the equipment will be installed.

2.0 Reference documents

2.1 HMCS Champlain training room plan for installation of the equipment.

2.2 Example of the multi-station (the final product will vary from the image provided).

3.0 Needs

3.1 Scope of work

3.1.1 *Requirement - Install physical training equipment in the HMCS Champlain Training Room.* Military members must maintain a good physical condition to meet the standards of the annual FORCE test. Some events require a certain amount of muscle strength to be able to be accomplished.

3.2 Tasks

3.2.1 *Delivery and installation included.* The Contractor must deliver the equipment to HMCS Champlain and install the equipment in the training room as shown in Appendix A.

3.2.2 *Picking up and cleaning.* The contractor will have to pick up all the debris caused by the installation and clean up around the installed equipment.

3.3 Deliverables and acceptance criteria

3.3.1 *Inclined leg press.* The machine must be provided with a safety stoppage system to prevent injury. The machine must have weight storage bars included. The maximum load must be at least 1500 lbs (680 kg).

3.3.2 *Multi-station (8 stations, customizable).* The multi-station must include two modular towers connected by a central bar with a fixed bar for "chin-up" (see the image 1 for an example). It is not mandatory to have the panels in the towers.

The multi-station should include the following modules:

- Tower 1:

- Outside side: Triceps pulley
 - ♦ 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments
- Pecs / Rear delt fly combo
 - ♦ 0 to 375 lbs (0 to 170.1 kg) weights in 15 lbs (6.8 kg) increments
- Horizontal bicep curl
 - ♦ 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments
- Inner side: Adjustable pulley
 - ♦ 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments

- Tower 2:

- Inner side: Adjustable pulley
 - ♦ 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments
- Unilateral low row
 - ♦ 0 to 375 lbs (0 to 170.1 kg) weights in 15 lbs (6.8 kg) increments
- Unilateral lat pulldown
 - ♦ 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments
- Outside side: Adjustable pulley
 - ♦ 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments

- Chin-up beam fixed on the central bar

3.4 Mandatory criterion

3.4.1 The Contractor must provide 2 modular towers to install 4 pulley systems per tower.

3.5 Constraints

3.5.1 The Contractor shall report to the main entrance door (east side) to request access to the quay at the rear of the building (north side).

3.5.2 There is no landing dock, so the truck must be equipped with a hydraulic plate to unload the equipment.

3.5.3 Access for a 53-foot truck is possible. The contractor must respect the safety perimeter established by the workers on the quay.

3.5.4 The entrance to the training room is 32 inches wide.

3.6 Support provided by Canada

3.6.1 DND will provide access to the building from 08:00 to 16:00 Monday to Friday. Delivery and installation must be done during business hours.

3.7 Contractor's competencies

3.7.1 The Contractor must have at least 1 year of experience in the installation of training equipment and demonstrate it.

Installation lay-out

Plan of the training room. The only equipment included in the request are the LEG PRESS and the MULTI STATION. The measurements are in inches. For the LEG PRESS, a shelf is presently in the corner where we want to install it. This shelf will be destroyed in order to leave room for the equipment. Also note that the software used to make the plan did not allow to make precise forms. Thus, the equipment looks bigger than it actually is in some places.

(All measurements in the following diagram are in inches).

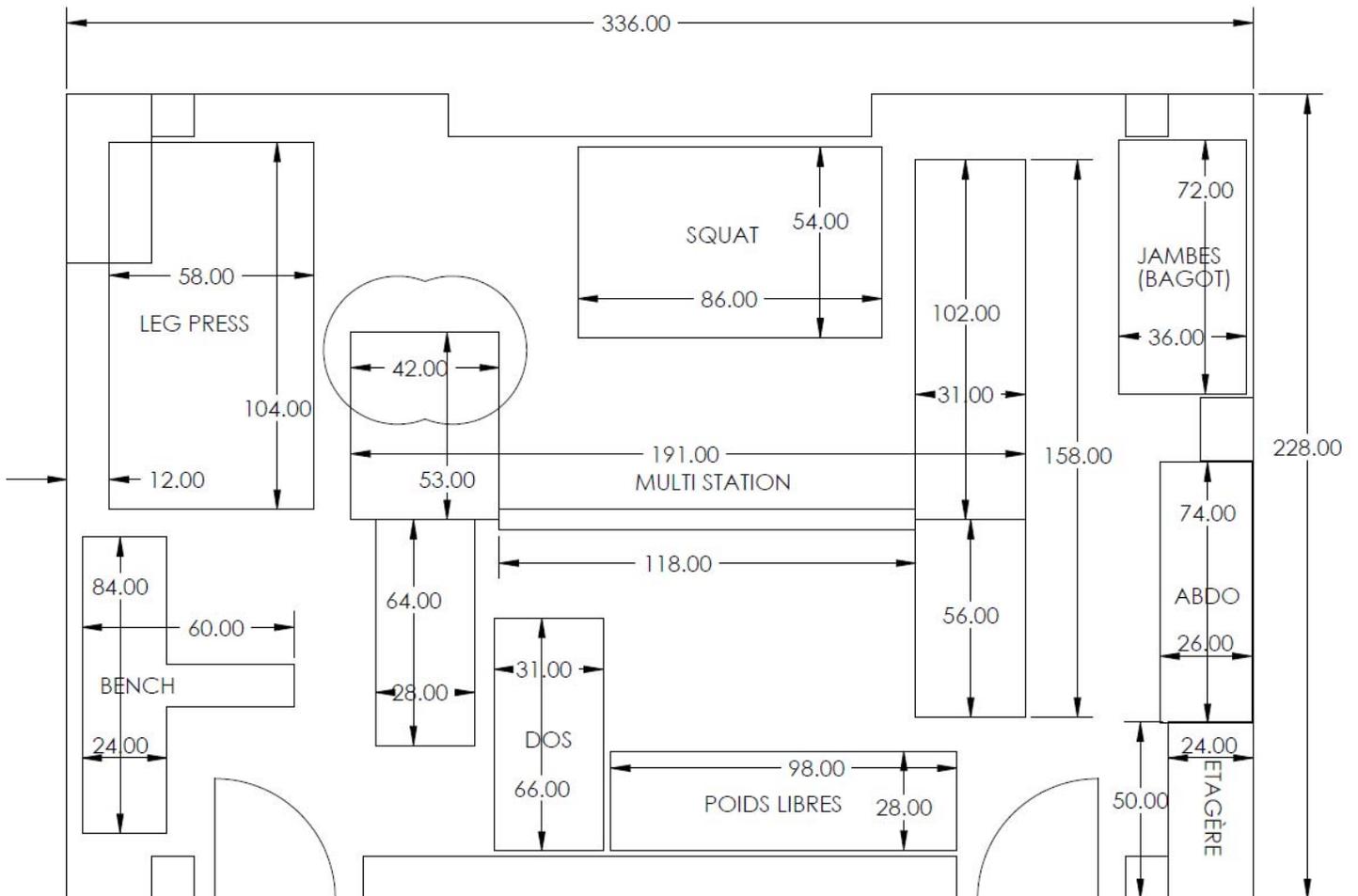


IMAGE 1

Example of multi-station. The image below represents what the multi-station could look like, but it is important to note that the final product may be different from what is shown given the modules requested on the towers.



4.0 Delivery point

NCSM Champlain
405 boul. Saguenay est
Chicoutimi, Qc G7H 7R4

N° de l'invitation - Sollicitation No.
W0138-18A044/A
N° de réf. du client - Client Ref. No.
W0138-18A044

N° de la modif - Amd. No.
File No. - N° du dossier
MTA-8-41322

Id de l'acheteur - Buyer ID
MTA225
N° CCC / CCC No./ N° VME - FMS

ANNEX "B" – BASIS OF PAYMENT

BASIS OF PAYMENT

	Description	Qté	Prix unitaire	Prix total (\$)
A	Leg press	1		
B	Triceps pulley 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments	1		
C	Pecs / Rear delt fly combo 0 to 375 lbs (0 to 170.1 kg) weights in 15 lbs (6.8 kg) increments	1		
D	Horizontal bicep curl 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments	1		
E	Adjustable pulley 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments	3		
F	Unilateral low row 0 to 375 lbs (0 to 170.1 kg) weights in 15 lbs (6.8 kg) increments	1		
G	Unilateral lat pulldown 0 to 250 lbs (0 to 113.4 kg) weights in 10 lbs (4.5 kg) increments	1		
H	Chin-up beam fixed on the central bar	1		
	Total (A+B+C+D+E+F+G+ H)			

Transportation, delivery and installation costs are included;
Applicable taxes extra;

N° de l'invitation - Solicitation No.
W0138-18A044/A
N° de réf. du client - Client Ref. No.
W0138-18A044

N° de la modif - Amd. No.
File No. - N° du dossier
MTA-8-41322

Id de l'acheteur - Buyer ID
MTA225
N° CCC / CCC No./ N° VME - FMS

ANNEX "C" - MANDATORY TECHNICAL CRITERIA TO BE DEMONSTRATED

The minimum performance characteristics of the equipment described in the following table are first and foremost minimums to meet, and are a non-exhaustive list.

Any performance characteristics of equipment necessary to operate the equipment that are not described in the table below, form an integral part of this annex and the prices of these are included in the price of the quote.

Mandatory criteria

1. The Contractor must provide 2 modular towers to install 4 pulley systems per tower.

N° de l'invitation - Solicitation No.
W0138-18A044/A
N° de réf. du client - Client Ref. No.
W0138-18A044

N° de la modif - Amd. No.
File No. - N° du dossier
MTA-8-41322

Id de l'acheteur - Buyer ID
MTA225
N° CCC / CCC No./ N° VME - FMS

ANNEX "D" - ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);

