



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067

**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 Edgebander and Maintenace | |
| Solicitation No. - N° de l'invitation 21C41-191050/B | Date 2019-04-05 |
| Client Reference No. - N° de référence du client 21C41-19-1050 | |
| GETS Reference No. - N° de référence de SEAG PW-\$KIN-508-7782 | |
| File No. - N° de dossier KIN-8-50117 (508) | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-05-22 | Time Zone Fuseau horaire Eastern Daylight Saving Time EDT |
| 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: Weaver, Tammy | Buyer Id - Id de l'acheteur kin508 |
| Telephone No. - N° de téléphone (613) 484-1809 () | FAX No. - N° de FAX (613) 545-8067 |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA CORCAN Warkworth Institution 15847 County Road 29 Warkworth Ontario K0K3K0 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

Public Works and Government Services / Travaux publics et
services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

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

This bid solicitation cancels and supersedes previous bid solicitation number 21C41-191050/A dated 25 November 2018 with a closing of 07 January 2019 at 2PM. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

TABLE OF CONTENTS

| | |
|---|-----------|
| PART 1 - GENERAL INFORMATION | 2 |
| 1.1 REQUIREMENT | 2 |
| 1.2 DEBRIEFINGS | 2 |
| 1.3 TRADE AGREEMENTS | 2 |
| 1.4 EPOST CONNECT SERVICE | 2 |
| PART 2 - BIDDER INSTRUCTIONS | 2 |
| 2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS | 2 |
| 2.2 SUBMISSION OF BIDS | 4 |
| 2.3 ENQUIRIES - BID SOLICITATION | 4 |
| 2.4 APPLICABLE LAWS | 4 |
| PART 3 - BID PREPARATION INSTRUCTIONS | 5 |
| 3.1 BID PREPARATION INSTRUCTIONS | 5 |
| PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION | 6 |
| 4.1 EVALUATION PROCEDURES | 6 |
| 4.2 BASIS OF SELECTION | 6 |
| PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION | 6 |
| 5.1 CERTIFICATIONS REQUIRED WITH THE BID | 6 |
| 5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION | 7 |
| PART 6 - RESULTING CONTRACT CLAUSES | 7 |
| 6.1 SECURITY REQUIREMENTS | 7 |
| 6.2 REQUIREMENT | 7 |
| 6.3 STANDARD CLAUSES AND CONDITIONS | 7 |
| 6.4 TERM OF CONTRACT | 8 |
| 6.5 AUTHORITIES | 8 |
| 6.6 PAYMENT | 9 |
| 6.7 INVOICING INSTRUCTIONS | 10 |
| 6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION | 10 |
| 6.9 APPLICABLE LAWS | 10 |
| 6.10 PRIORITY OF DOCUMENTS | 10 |
| 6.11 SACC MANUAL CLAUSE BY REFERENCE | 10 |
| ANNEX "A" REQUIREMENT | 11 |
| ANNEX "B" BASIS OF PAYMENT | 14 |
| ANNEX "C" ELECTRONIC PAYMENT INSTRUMENTS | 15 |

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. Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 90 days

The 2003 standard instructions is amended as follows:

- Section 08, entitled Transmission by facsimile or by epost Connect, is amended as follows:
 - subsection 2. is deleted entirely and replaced with the following:
 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.
 - i. PWGSC, National Capital Region: The only acceptable email address to use with epost Connect for responses to bid solicitations issued by PWGSC headquarters is:

tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

or, if applicable, the email address identified in the bid solicitation.

- ii. PWGSC regional offices: The only acceptable email address to use with epost Connect for responses to bid solicitations issued by PWGSC regional offices is identified in the bid solicitation.
- 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, (in order to ensure a response), 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 requesting epost Connect service to the specified Bid Receiving Unit in the bid solicitation, an officer of the Bid Receiving Unit will then initiate an epost Connect conversation. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Bidder to access and action the message within the conversation. The Bidder will then be able to transmit its bid afterward at any time prior to the solicitation closing date and time.
- 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 the solicitation closing date and time.
- e. The bid solicitation number should 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 mailing address, they may use the Bid Receiving Unit address specified in 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, corrupted 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. The Bid Receiving Unit will send an acknowledgement of the receipt of bid document(s) via the epost Connect conversation, regardless of whether the conversation was initiated by the supplier using its own license or the Bid Receiving Unit. This acknowledgement will confirm only the receipt of bid document(s) and will not confirm if the attachments may be opened nor if the content is readable.
- i. Bidders must ensure that they are using the correct email address for the Bid Receiving Unit when initiating a conversation in epost Connect or communicating with the Bid Receiving Unit and should not rely on the accuracy of copying and pasting the email address into the epost Connect system.
- j. A bid transmitted by epost Connect service constitutes the formal bid of the Bidder and must be submitted in accordance with section 05.

2.2 Submission of Bids

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

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

Bid Receiving Public Works and Government Services Canada
Kingston Procurement
86 Clarence St, 2nd Floor
Kingston, Ontario, K7L 1X3
Bid Fax: (613) 545-8067
Email address for epost Connect service: TPSGC.orreceptiondessaoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca.

Note: Bids will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions [2003](#), or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

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

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications
Section IV: Additional Information

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

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

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

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573). To assist Canada in reaching its objectives, bidders should:

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

Section I: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 Electronic Payment of Invoices – Bid

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

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

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

3.1.2 Exchange Rate Fluctuation

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Financial Evaluation

1. The evaluated price will be based on the all-inclusive unit price in Annex "B", Pricing Basis "A".
2. *SACC Manual* Clause [A0220T](#) (2014-06-26), Evaluation of Price

4.2 Basis of Selection

A bid must comply with all requirements of the bid solicitation 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

6.1.1 There is no security requirement applicable to the Contract.

6.2 Requirement

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

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<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 Date of contract to 4 months inclusive.

6.4.2 Delivery Date

All the deliverables must be received on or before 28 June 2019.

6.4.3 Optional Services

The Contractor grants to Canada the irrevocable option to acquire the services described at Annex "A" 1.7 of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option within 1 year after contract award by sending a written notice to the Contractor.

6.4.4 Delivery Points

Delivery of the requirement will be made to 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:

Tammy Weaver
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
86 Clarence St., 2nd Floor
Kingston, Ontario K7L 1X3
Telephone: 613-484-1809
Facsimile: 613-545-8067
E-mail address: Tammy.Weaver@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 (to be provided upon contract award)

The Project Authority for the Contract is:

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

Telephone: ____-____-_____
Facsimile: ____-____-_____

Solicitation No. - N° de l'invitation
21C41-191050/B
Client Ref. No. - N° de réf. du client
21C41-19-1050

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-8-50117

Buyer ID - Id de l'acheteur
KIN508
CCC No./N° CCC - FMS No./N° VME

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

Name: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

| | | |
|---|--|---|
| Repair Depot – responsible for performing any required warranty repairs. REPAIR DEPOT ADDRESS: _____ _____ _____ CONTACT NAME _____ PHONE NUMBER _____ | | Bidder must provide the name and phone number of the person to be contacted should warranty repairs be required REPAIR DEPOT ADDRESS: _____ _____ _____ CONTACT NAME _____ PHONE NUMBER _____ |
|---|--|---|

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 unit price(s), 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

[H1000C \(2008-05-12\) Single Payment](#)

6.6.3 Electronic Payment of Invoices – Contract

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

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

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

6.7 Invoicing Instructions

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

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 Clause by Reference

B1501C (2018-06-21) Electrical Equipment

ANNEX "A"

REQUIREMENT

The Correctional Service of Canada, CORCAN Warkworth Institution has a requirement for the purchase of one Contour Edgebander Machine and will consider new, used or refurbished units that have been manufactured within two years of delivery to the customer. The work will involve the following:

1.1 Background

Corcan Warkworth Institution provides training to offenders in a manufacturing environment. In order to facilitate learning, development and the fulfillment of production orders, proper working equipment is a requirement.

1.2 Objectives

To provide the Correctional Service of Canada, CORCAN with one Edgebanding unit for the use in production and offender workplace training.

1.3 Technical Requirement

- 1.3.1 Edgeband Thickness must allow for material between 0.5 – 3mm;
- 1.3.2 Work piece minimum of 6" (150mm) diameter;
- 1.3.3 Work piece minimum of 96" (2,438mm) diameter;
- 1.3.4 Work piece thickness up to 50mm;
- 1.3.5 Minimum outside radius of 1.2" (30mm) with allowance for 1mm of tape;
- 1.3.6 One dust extraction port must be on the machine to fit 4" outlet size (800cfm);
- 1.3.7 The machine must operate on 6 Bar (90 PSI) of air pressure;
- 1.3.8 The machine must operate on 230V, 3ph, 10A circuit of Electrical Energy;
- 1.3.9 The machine must have both manual and semi-automatic machine function settings;
- 1.3.10 The machine must be compatible with a variety of "Holding Pods" including but not limited to 6" round pods;
- 1.3.11 The machine must have a floating laser marking system;
- 1.3.12 The trim station located on the machine must allow for a retractable arm system to allow for a variety of part sizes and specifications.

1.4 Deliverables

- 1.4.1 The contractor must provide one Edgebander in accordance with the specification laid out in section 1.3;
- 1.4.2 The unit must be new or no greater than two (2) years old

Details of unit offered:

Bidders in their proposal must provide the following information:

Manufacturer: _____

Model: _____

Serial Number: _____
Number of hours: _____
Year of manufacturer: _____

- 1.4.3 The contractor must provide installation of the device at the specified location in section 1.8;
- 1.4.4 The contractor must set up the machine and carry out testing and fine tuning of the machine with a dummy board;
- 1.4.5 The contractor must provide training;
- 1.4.6 The contractor must provide reference and user manuals. One (1) paper and one (1) electronic PDF user manual are required in English.
- 1.4.7 **Operating Conditions** – The edge bander supplied must be capable of operating without failure of components when operated continuously at the maximum power;
- 1.4.8 All electrical work will be done by Corcan;
- 1.4.9 Delivery is to be 30 days after contract award or before June 28, 2019.

1.5 Technical Training

The Contractor must provide technical training to up to four (4) CORCAN employees and up to four (4) inmates covering the safe and proper operation of the unit after delivery and acceptance of the unit has occurred. This training will be coordinated between the Project Authority and the Contractor's Representative, and must occur within 10 working days of the delivery and acceptance of the unit. The training must be done in English.

1.6 Maintenance and Warranty

- 1.6.1 The Contractor must be reachable Monday to Friday from 8am to 4pm;
- 1.6.2 Service Technician must be available within 48 hours to location;
- 1.6.3 The Service Technician must provide onsite service and repairs;
- 1.6.4 A Certified Service Technician must complete Servicing and repairs and repairs within three (3) business days of issuing a service call/service ticket to the contractor;
- 1.6.5 Service Technician must be factory trained;
- 1.6.6 The Technician must provide a verbal and written detailed report of the work done to the Project Manager after each visit;
- 1.6.7 The contractor must be responsible for all machine repairs and servicing during the specified warranty period (CORCAN Warkworth recognizes that repairs and services relating to Non-warranty events will be sole responsibility of Corcan Warkworth);
- 1.6.8 Technicians must comply with security requirements before entering the Institution;
- 1.6.9 There will be no travelling and living expenses paid;

1.7 Optional

Maintenance and repair of the Edgebander

- 1.7.1 Supply an optional maintenance service of one (1) year (see basis of payment – Annex B). The following elements are included but not limited to:
- 1.7.2 An annual inspection and maintenance (cleaning, inspection,...) done by a Certified Service Technician;
- 1.7.3 The maintenance, repair service, technical support must be rendered within 72 hours following a service call placed to the contractor from Monday to Friday 8 am to 5 pm. The delay excludes weekends and holidays.

Used - Refurbish Contour Edge bander

In addition to the above specifications, include the following:

- A one year warranty on parts and labour

1.8 Delivery and Training adress

Warkworth Institution
CORCAN
15847 County Road 29
Warkworth, ON K0K 3K0

Delivery specification:

The Contractor must contact CORCAN 48hrs advance notice of delivery at 705-924-8186. Delivery is to be made Monday to Friday between the hours of 8:30am and 3:00pm eastern daytime time. The Edge bander must be secured for safe transportation on a pallet and be able to be unloaded via a forklift.

Solicitation No. - N° de l'invitation
 21C41-191050/B
 Client Ref. No. - N° de réf. du client
 21C41-19-1050

Amd. No. - N° de la modif.
 File No. - N° du dossier
 KIN-8-50117

Buyer ID - Id de l'acheteur
 KIN508
 CCC No./N° CCC - FMS No./N° VME

ANNEX "B"

**Basis Of Payment
 Pricing Basis "A"**

| Description | Qty | Unit Price FOB Destination |
|--|-----|----------------------------|
| Edge Bander Machine as outlined in Annex "A" 1.3 to 1.6 Make and Model _____ Please indicate below: New _____ Used _____ Refurbished _____ | 1 | \$ _____ |

Pricing Basis "B"
Option to Purchase:
Maintenance Agreement as described in Annex A – 1.7

All inclusive, annual maintenance fee

| Description | Qty | Firm all-inclusive price |
|---|-----|--------------------------|
| Preventative Maintenance | 1 | \$ _____ |
| All other work above the maintenance agreement call out rate that is all-inclusive including the first hour of labour | 1 | \$ _____ |
| Hourly rate after first hour of labour Monday to Friday from 8 a.m. to 5 p.m. excluding weekends and Statutory Holidays | 1 | \$ _____ |

Solicitation No. - N° de l'invitation
21C41-191050/B
Client Ref. No. - N° de réf. du client
21C41-19-1050

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-8-50117

Buyer ID - Id de l'acheteur
KIN508
CCC No./N° CCC - FMS No./N° VME

ANNEX "C"

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);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)