



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

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Vendor/Firm Name and Address

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

Issuing Office - Bureau de distribution

Clothing and Textiles Division / Division des vêtements et des textiles
L'Esplanade Laurier,
East Tower 7th Floor
Tour est 7e étage
140 O'Connor, rue O'Connor,
Ottawa
Ontario
K1A 0R5

Title - Sujet Leather and Carpet for Aircraft		
Solicitation No. - N° de l'invitation T8493-180035/A	Date 2019-06-25	
Client Reference No. - N° de référence du client T8493-180035		
GETS Reference No. - N° de référence de SEAG PW-\$\$PR-723-77341		
File No. - N° de dossier pr723.T8493-180035	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-08-09		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Gravel, Sylvie		Buyer Id - Id de l'acheteur pr723
Telephone No. - N° de téléphone (613) 240-7281 ()		FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF TRANSPORT 200 COMET PRIVATE AIRCRAFT SERVICES OTTAWA Ontario K1V9B2 Canada		

Instructions: See Herein

Instructions: Voir aux présentes

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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

- 1.1 SECURITY REQUIREMENT
- 1.2 REQUIREMENT
- 1.3 DEBRIEFINGS
- 1.4 TRADE AGREEMENTS
- 1.5. EPOST CONNECT SERVICE

PART 2 - BIDDER INSTRUCTIONS

- 2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS
- 2.2 SUBMISSION OF BIDS
- 2.3 ENQUIRIES - BID SOLICITATION
- 2.4 APPLICABLE LAWS
- 2.5 PHOTOS OF THE ITEMS – GUIDANCE ONLY
- 2.6 SPECIFICATIONS AND STANDARDS

PART 3 - BID PREPARATION INSTRUCTIONS

- 3.1 BID PREPARATION INSTRUCTIONS

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

- 4.1 EVALUATION PROCEDURES
- 4.2 BASIS OF SELECTION
- 4.3 CONTRACT FINANCIAL SECURITY
- 4.4 SECURITY DEPOSIT DEFINITION

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

- 5.1 CERTIFICATIONS REQUIRED WITH THE BID
- 5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION

PART 6 - RESULTING CONTRACT CLAUSES

- 6.1 SECURITY REQUIREMENT
- 6.2 REQUIREMENT
- 6.3 STANDARD CLAUSES AND CONDITIONS
- 6.4 TERM OF CONTRACT
- 6.5 AUTHORITIES
- 6.6 PAYMENT
- 6.7 INVOICING INSTRUCTIONS
- 6.8 INSURANCE - NO SPECIFIC REQUIREMENT
- 6.9 CERTIFICATIONS AND ADDITIONAL INFORMATION
- 6.10 APPLICABLE LAWS
- 6.11 PRIORITY OF DOCUMENTS
- 6.12 MATERIALS: CONTRACTOR TOTAL SUPPLY
- 6.13 PLANT CLOSING
- 6.14 PLANT LOCATION

Solicitation No. - N° de l'invitation
T8493-180035/A
Client Ref. No. - N° de réf. du client
T8493-180035

Amd. No. - N° de la modif.
pr723
File No. - N° du dossier
pr723.T8493-180035

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

- 6.15 SUBCONTRATOR(S)
- 6.16 OVERSHIPMENT
- 6.17 PRE-PRODUCTION SAMPLE
- 6.18 SPECIFICATIONS AND STANDARDS
- 6.19 FINANCIAL SECURITY

LIST OF ANNEXES

ANNEX "A" - REQUIREMENT

- A1. TECHNICAL REQUIREMENT
- A2. ADDRESSES
- A3. DELIVERABLES

ANNEX "1" TO PART 3 OF THE BID SOLICITATION ELECTRONIC PAYMENT INSTRUMENTS

PART 1 - GENERAL INFORMATION

1.1 Security Requirement

There is no security requirement associated with this bid solicitation.

1.2 Requirement

The "Requirement" is detailed at Annex "A" of the resulting contract clauses.

1.3 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.

1.4 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA) and the Canadian Free Trade Agreement (CFTA).

1.5 Epost Connect Service

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The 2003 (2019/03/04) 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: 120 days

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.

Note: For bidders choosing to submit using epost Connect for bids closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is:

tpsgc.dgareceptiondessoumissions-abbidreceiving.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 seven (7) 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.

2.5 Photos of the Items - Guidance Only

The photos included with the Request for Proposal are representative of the required items but are not part of the technical requirement. The photos must be used for guidance only.

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. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

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

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

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

Section I: Technical Bid (3 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

Canada requests that Bidders follow the format instructions described below in the preparation 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>). 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.
 - 3) Green Initiatives (for PWGSC information only)
Bidders are requested to provide details of their policies and practices in relation to the following initiatives:
 - environmentally responsible manufacturing;
 - environmentally responsible waste disposal;
 - waste reduction;
 - packaging;
 - re-use strategies;
 - recycling.
- Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

3.1.1 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 (Part 4, Evaluation Procedures, 4.1.1.1 Mandatory Technical Evaluation).

3.1.2 Section II: Financial Bid

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

3.1.2.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex “1” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “1” 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.

3.1.2.2 Exchange Rate Fluctuation

C3011T 2013/11/06 Exchange Rate Fluctuation

3.1.3 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 Evaluation

If equivalent products are proposed, bidders must comply with the provisions set out in Articles 4.1.1.2 and 4.1.1.3 hereunder. Any bid proposing equivalent products that do not comply with the provisions set out in Articles 4.1.1.2 et 4.1.1.3 below will be deemed non-responsive.

4.1.1.2 Equivalent Products

1. Products that are equivalent in form, fit, function and quality to the items specified in the bid solicitation will be considered where the Bidder:
 - a) designates the brand name, model and/or part number of the substitute product;
 - b) states that the substitute product is fully interchangeable with the item specified;
 - c) provides complete specifications and descriptive literature for each substitute product;
 - d) provides compliance statements that include technical specifics showing the substitute product meets all mandatory performance criteria that are specified in the bid solicitation; and
 - e) clearly identifies those areas in the specifications and descriptive literature that support the substitute product's compliance with any mandatory performance criteria.
2. Products offered as equivalent in form, fit, function and quality will not be considered if:
 - a) the bid fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
 - b) the substitute product fails to meet or exceed the mandatory performance criteria specified in the bid solicitation for that item.

3. In conducting its evaluation of the bids, Canada may, but will have no obligation to, request bidders offering a substitute product to demonstrate, at the sole cost of bidders, that the substitute product is equivalent to the item specified in the bid solicitation.
4. If any supporting documentation is missing, the Contracting Authority will inform the Bidder in writing and provide the Bidder with two (2) working days from the request to submit the missing documentation. Failure to submit the supporting documentation within the specified timeframe will result in the bid being declared non-responsive.

4.1.1.3 Samples and Laboratory Test Report - Substitute Products

If the Bidder offers a substitute product, Canada reserves the right to request a sample and laboratory test reports of the products offered by the Bidder in order to determine its equivalency in form, fit, function, quality and performance to the item specified in the bid solicitation.

The Bidder must upon request provide a sample and laboratory test reports of the item to the Contracting Authority, transportation charges prepaid, and without charge to Canada. The samples and laboratory test reports must be submitted after bid closing within **15 calendar days** from the date of request from the Contracting Authority.

The following must be submitted:

Item 1:

Sample: Aviation - Silver Grey Sheepskin

Laboratory test report: Flammability, F.A.A.: Must meet FAR 25.853(a), 12 second Vertical Burn test

Item 2:

Sample: Aviation - Leather Hide

Laboratory Test Report: Showing airworthiness compliance.

Item 3:

Sample: Aviation - Carpet

Laboratory Test Report: ASTM E648 (Critical Radiant Flux) Class 1 Exceeds 0/45 watts/cm²

Testing must be performed by an independent accredited laboratory establishment and must be in accordance with the test methods specified.

The samples submitted by the Bidder will remain the property of Canada and will not be considered as part of the deliverables in any resulting contract. If the sample or laboratory test reports does not meet the requirements of the bid solicitation or the Bidder fails to comply with the request of the Contracting Authority, the bid will be declared non-responsive.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

- a. The Bidder must submit firm unit prices in Canadian dollars, applicable taxes are excluded, DDP (Ottawa, Ontario) Incoterms 2000, transportation costs included, all applicable Customs Duties and Excise taxes included.
- b. The Bidder must submit firm unit pricing for all items.

4.1.2.2 SACC MANUAL CLAUSE

A9033T 2012/07/16 Financial Capability

4.2 Basis of Selection

A bid must comply with all requirements of the bid solicitation and meet all mandatory technical and financial evaluation criteria to be declared responsive.

The responsive bid with the lowest evaluated aggregate price will be recommended for award of a contract (1 contract only). Evaluation will be established using the firm quantity for all items at destination.

4.3 Contract Financial Security

1. If this bid is accepted, the Bidder may be required to provide contract financial security, after the bid closing date and within 10 calendar days from receipt of a written request from the Contracting Authority.
 - i. a security deposit as defined in clause "Security Deposit Definition" in the amount of up to ten percent (10%) of the contract price.
2. Security deposits in the form of government guaranteed bonds with coupons attached will be accepted only if all coupons that are unmaturred, at the time the security deposit is provided, are attached to the bonds. The Contractor must provide written instructions concerning the action to be taken with respect to coupons that will mature while the bonds are pledged as security, when such coupons are in excess of the security deposit requirement.
3. If Canada does not receive the required financial security within the specified period, Canada may, as its discretion, accept another offer, issue a new bid solicitation, award a contract or reject all the bids.

4.4 Security Deposit Definition

1. "security deposit" means
 - (a) a bill of exchange that is payable to the Receiver General for Canada, and certified by an approved financial institution or drawn by an approved financial institution on itself; or
 - (b) a Government guaranteed bond; or
 - (c) an irrevocable standby letter of credit, or
 - (d) such other security as may be considered appropriate by the Contracting Authority and approved by Treasury Board;
2. "approved financial institution" means
 - (a) any corporation or institution that is a member of the Canadian Payments Association;
 - (b) a corporation that accepts deposits that are insured by the Canada Deposit Insurance Corporation or the "Régie de l'assurance-dépôts du Québec" to the maximum permitted by law;
 - (c) a credit union as defined in paragraph 137(6) the *Income Tax Act*;
 - (d) a corporation that accepts deposits from the public, if repayment of the deposits is guaranteed by Canadian province or territory; or
 - (e) the Canada Post Corporation.
3. "government guaranteed bond" means a bond of the Government of Canada or a bond unconditionally guaranteed as to principal and interest by the Government of Canada that is:
 - (a) payable to bearer;
 - (b) accompanied by a duly executed instrument of transfer of the bond to the Receiver General for Canada in accordance with the *Domestic Bonds of Canada Regulations*;
 - (c) registered in the name of the Receiver General for Canada.
4. "irrevocable standby letter of credit"

- (a) means any arrangement, however named or described, whereby a financial institution (the "Issuer"), acting at the request and on the instructions of a customer (the "Applicant"), or on its behalf,
 - (i) will make a payment to or to the order of Canada, as the beneficiary;
 - (ii) will accept and pay bills of exchange drawn by Canada;
 - (iii) authorizes another financial institution to effect such payment, or accept and pay such bills of exchange; or
 - (iv) authorizes another financial institution to negotiate, against written demand(s) for payment, provided that the conditions of the letter of credit are complied with.
- (b) must state the face amount which may be drawn against it;
- (c) must state its expiry date;
- (d) must provide for sight payment to the Receiver General for Canada by way of the financial institution's draft against presentation of a written demand for payment signed by the authorized departmental representative identified in the letter of credit by his/her office;
- (e) must provide that more than one written demand for payment may be presented subject to the sum of those demands not exceeding the face amount of the letter of credit;
- (f) must provide that it is subject to the International Chamber of Commerce (ICC) Uniform Customs and Practice (UCP) for Documentary Credits, 2007 Revision, ICC Publication No. 600. Pursuant to the ICC UCP, a credit is irrevocable even if there is no indication to that effect; and
- (g) must be issued (Issuer) or confirmed (Confirmer), in either official language, by a financial institution that is a member of the Canadian Payments Association and is on the letterhead of the Issuer or Confirmer. The format is left to the discretion of the Issuer or Confirmer.

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>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

There is no security requirement applicable to the Contract.

6.2 Requirement

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

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Delivery Required

All deliverables are requested complete within 60 calendar days from approval of the pre-production samples.

6.4.1.1 Delivery – Item 1

The first delivery must be made within _____ calendar days from the date of the written notice of approval of the pre-production sample. The quantity delivered must be _____ units. The balance must be delivered at the rate of _____ units weekly after the first delivery until completion of the Contract.

Delivery – Item 2

The first delivery must be made within _____ calendar days from the date of the written notice of approval of the pre-production sample. The quantity delivered must be _____ units. The balance must be delivered at the rate of _____ units weekly after the first delivery until completion of the Contract.

Delivery – Item 3

The first delivery must be made within _____ calendar days from the date of the written notice of approval of the pre-production sample. The quantity delivered must be two (2) rolls.

6.4.1.2 Delivery - Appointments

The Contractor must make deliveries to the Transport Canada, Aircraft Services by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting:

Sacha Gosselin
Ottawa, Ontario
Tel 613-998-5336

6.4.1.3 Shipping Instructions - Delivery at Destination

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

Delivered Duty Paid (DDP) (Ottawa, Ontario) Incoterms 2000 for shipments from commercial contractor.

6.4.1.4 Packaging - Commercial

Packing must be in accordance with standard commercial practice to ensure safe delivery at destination.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Sylvie Gravel
Public Works and Government Services Canada
Acquisitions Branch
Commercial and Consumer Products Directorate (CCPD)
Clothing & Textiles Division
Place du Portage, Phase III, 6A2
11 Laurier Street
Gatineau, Quebec K1A 0S5
Telephone : 613-240-7281
E-mail address: sylvie.gravel@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 Technical Authority

The Technical Authority for this Contract is:

Transport Canada

Attn: _____

Tel : _____

E-mail: _____ (*will be provided at contract award*)

Transport Canada

Aircraft Services Directorate

200 Comet private, Ottawa, Ont. K1V 9B2

The Technical 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 Technical Authority, however the Technical 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

The person responsible for :

General enquiries

Name: _____

Telephone No.: _____

Facsimile No.: _____

E-mail address: _____

Delivery follow-up

Name: _____

Telephone No.: _____

Facsimile No.: _____

E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment – Firm Unit Prices

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price, as specified in Annex A for a cost of \$ _____ (*amount to be inserted 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 SACC Manual Clauses

H1001C 2008/05/12 Multiple Payments

6.6.3 Electronic Payment of Invoices – Contract

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

(*will be inserted at contract award*)

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) One (1) copy marked original must be forwarded to the following for certification and payment :

Transport Canada
Aircraft Services
200 Comet Private
Ottawa (Ontario) K1V 9B2
 - (b) One (1) electronic copy must be forwarded to the Contracting Authority at sylvie.gravel@tpsgc-pwgsc.gc.ca;
 - (c) One (1) copy must be forwarded to the consignee.

6.8 Insurance - No Specific Requirement

SACC Manual clause G1005C (2016/01/28) Insurance

6.9 Certifications and Additional Information

6.9.1 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.

6.10 Applicable Laws

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

6.11 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a) the Articles of Agreement;
- b) the general conditions 2030 (2018/06/21), General Conditions - Goods (Higher Complexity);
- c) Annex "A", Requirement;
- d) the Contractor's bid dated _____

6.12 Materials: Contrator Total Supply

The Contractor will be responsible for obtaining all materials required in the manufacture of the item specified. The delivery stated for the items allows the necessary time to obtain such materials.

6.13 Plant Closing

The Contractor's plant closing for Summer holidays are as follows. During this time there will be no shipments.

Summer Holiday FROM _____ TO _____

6.14 Plant Location

Items will be manufactured at:

Item 1: _____

Item 2: _____

Item 3: _____

6.15 Subcontractor(s)

The following subcontractor(s) will be utilized in the performance of the contract.

Name of Company: _____

Location: _____

Value of subcontract: \$ _____

Nature of subcontracting work performed: _____

Subcontractors, other than those listed above, may not be utilized without the written permission of Canada.

6.16 Overshipment

Overshipment will not be accepted unless prior approval is obtained from the Contracting Authority.

6.17 Pre-Production Samples (PPS)

1. The Contractor must provide a pre-production sample and laboratory test report of each item as listed below to the Technical Authority for acceptance within **25 calendar days** from date of contract award and prior to full production. Testing must be performed by an independent accredited laboratory establishment and must be in accordance with the test methods specified.

Item 1:

Sample: Aviation - Silver Grey Sheepskin

Laboratory test report: Flammability, F.A.A.: Must meet FAR 25.853(a), 12 second Vertical Burn test

Item 2:

Sample: Aviation - Leather Hide

Laboratory Test Report: Showing airworthiness compliance.

Item 3:

Sample: Aviation - Carpet

Laboratory Test Report: ASTM E648 (Critical Radiant Flux) Class 1 Exceeds 0/45 watts/cm2

2. The Contractor must deliver the required PPS transportation charges prepaid, and without charge to Canada. The PPS submitted by the Contractor will remain the property of Canada.
3. The Contractor must carry out all required inspection and tests to verify conformance to the technical requirements of the Contract.

4. The Technical Authority will notify the Contractor, in writing, of the full acceptance, conditional acceptance, or rejection of the PPS and laboratory test report. A copy of the notification will also be provided to the Contracting Authority. The notice of the full acceptance or conditional acceptance does not relieve the Contractor from complying with all requirements and conditions of the Contract.
5. If the PPS or laboratory test report are rejected, the Contractor must submit the second PPS and/or laboratory test report within 15 calendar days of notification of rejection from the Technical Authority. Rejection by the Technical Authority of the second PPS or laboratory test report submitted by the Contractor for failing to meet the contract requirements will be grounds for termination of the Contract for default.
6. If the PPS are accepted by either full acceptance or conditional acceptance, the Contractor must proceed with production as per the Contract requirements.
7. The Contractor must not commence or continue with production of the items and must not make any deliveries until the Contractor has received a written notification from the Technical Authority that the PPS and the laboratory test report are fully acceptable or conditionally acceptable. Any production of items before PPS or laboratory test report acceptance will be at the sole risk of the Contractor.

6.17.1 Sealed Sample - Return to Sender

Sealed samples will be available after contract award. The sealed samples which may have been sent to the Contractor, are to be returned to the sender upon completion of the Contract.

The sealed samples are not to be mutilated or cut, and must be returned in the same condition as sent to the Contractor.

6.18 Technical Requirements during the period of the Contract:

During the period of the Contract, the products delivered may be inspected by a recognized institution and, if the goods are found not to meet the technical requirements they will be returned to the supplier at the supplier's expense.

6.19 Financial Security

1. Canada may convert the security deposit to the use of Canada if any circumstance exists which would entitle Canada to terminate the Contract for default, but any such conversion will not constitute termination of the Contract.
2. Where Canada so converts the security deposit:
 - (a) the proceeds will be used by Canada to complete the Work according to the conditions of the Contract, to the nearest extent that it is feasible to do so and any balance left will be returned to the Contractor on completion of the warranty period; and
 - (b) if Canada enters into a Contract to have the Work completed, the Contractor will:
 - (i) be considered to have irrevocably abandoned the Work; and
 - (ii) remain liable for the excess cost of completing the Work if the amount of the security deposit is not sufficient for such purpose. "Excess cost" means any amount over and above the amount of the Contract Price remaining unpaid together with the amount of the security deposit.

3. If Canada does not convert the security deposit to the use of Canada before completion of the contract period, Canada will return the security deposit to the Contractor within a reasonable time after such date.
4. If Canada converts the security deposit for reasons other than bankruptcy, the financial security must be reestablished to the level of the amount stated above so that this amount is continued and available until completion of the contract period.

ANNEX «A» REQUIREMENT

A.1. TECHNICAL REQUIREMENT

The Contractor is required to provide Canada for Transport Canada with the items listed below. The items will be used in aircrafts for upholstery applications.

The items must meet all of the technical requirements below and must be equivalent to the product/Part Number specified.

ITEM 1: SILVER GREY SHEEPSKIN

Requested Product – Aviation - SS-Silver Grey Sheepskin Hide or equivalent

Supplier - Douglass Interior Products

Style: Sheepskin – Chrome tanned
Average Size: 8 square feet per hide
Content: 100% Wool
Pile Height: 1 inch (27mm)

FLAMMABILITY

F.A.A.: Must meet FAR 25.853(a), 12 second Vertical Burn test requirements

ITEM 2 – LEATHER HIDE

Requested Part Number: Aviation - LL-3805 Sateen Haroldwick Leather or equivalent

Supplier: Douglass Interior Products

Sateen: A high performance 1.00 mm leather with a matte finish and haircell grain.

Must be fully fire retardant and certified to conform with airworthiness specifications.

Grain Texture: Sateen Haircell

Description:

Weight: 50g/m² average +/-25g/m²
Substance/Thickness: ISO 2589:2002 1.0 mm standard
Colour D65, TL84, A <1.0 ΔE
Hide size: Average 4.8 m² /51.6SF

Colour fastness to rubbing water: ISO 11640/1, 150 Cycles min 3 grey scale
Colour fastness to rubbing (Perspiration): ISO 11640/1, 50 Cycles min 4 grey scale
Colour fastness to rubbing (Dry): ISO 11640/1
Light Fastness: ISO 10S-B02, Min 6 blue wool
Finish Adhesion dry: ISO 11644, 5N/10mm
Finish Adhesion wet: ISO 11644, 2N/10mm
Burning Behaviour: FAR 25.853 IMO Module B, 12 second vertical burn pass certified
Flexing Endurance: ISO 5402-1;2011, 20,000 Cycles no finish cracks
Tear Strength: BS3144 ISO 3377-2;2002, 35N/25N
Tensile Strength: ISO 3376, 12N/mm²
Elongation at break: ISO 3376, 35% to 60%
Abrasion: ISO 17076-1;2012, 500 cycles no rupture of finish

Solicitation No. - N° de l'invitation
T8493-180035/A
Client Ref. No. - N° de réf. du client
T8493-180035

Amd. No. - N° de la modif.
pr723
File No. - N° du dossier
pr723.T8493-180035

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

ITEM 3 – CARPET

Part Number: Aviation - DFT–V1545-5R or equivalent

Supplier: Douglass Interior Products

Style name: Lia Stone

Colour: Grey **Match:** N/A

12 feet wide X 90 feet long (90 feet 10 inches per roll)

Description: Grey carpet at its finest. 100% Wool Velvet weave carpeting with Jute backing.

Yarn: 100 Wool

Fire Rating: ASTM E648 (Critical Radiant Flux) Class 1 Exceeds 0/45 watts/cm²

Backing Material: Jute
Weave: Velvet
Construction: 216 Pitch Width: 12'
Row: 7
Pile Weight: 52.2 oz
Pile Height: 225 RD
Total Height: 3/8"

A.2. ADDRESSES

Destination Address	Invoicing Address
Transport Canada Aircraft Services 200 Comet Private Ottawa, Ontario K1V 9B2	Transport Canada Aircraft Services 200 Comet Private Ottawa, Ontario K1V 9B2

A.3. DELIVERABLES

CONTRACT QUANTITY

Firm Quantity				
Item	Description	Firm Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra
1	Aviation - Silver Grey Sheep Skin from Douglass Interior Products or equivalent Bidder must specify the equivalent product information below: Proposed Part No. _____ Manufacturer: _____	48	ea	\$_____

Solicitation No. - N° de l'invitation
T8493-180035/A
Client Ref. No. - N° de réf. du client
T8493-180035

Amd. No. - N° de la modif.
pr723
File No. - N° du dossier
pr723.T8493-180035

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

Firm Quantity

Item	Description	Firm Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable taxes extra
2	Requested Part Number: Aviation - LL-3805 Sateen Haroldwick Leather Hide or equivalent Supplier: Douglass Interior Products Bidder must specify the equivalent product information below: Proposed Part No. _____ Manufacturer: _____	120	ea	\$_____
3	Requested Part Number: Aviation - DFT- V1545-5R carpet or equivalent Supplier: Douglass Interior Products 12 feet wide X 90 feet long 90 feet, 10 inches per roll Bidder must specify the equivalent product information below: Proposed Part No. _____ Manufacturer: _____	2	roll	\$_____

ANNEX “1” to PART 3 OF THE BID SOLICITATION

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)