



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada

Pacific Region
401 - 1230 Government Street
Victoria, B.C.
V8W 3X4
Bid Fax: (250) 363-3344

**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 Shock Mitigating Marine Seats	
Solicitation No. - N° de l'invitation M2989-200425/A	Date 2019-09-06
Client Reference No. - N° de référence du client M2989-200425	
GETS Reference No. - N° de référence de SEAG PW-\$XLV-588-7808	
File No. - N° de dossier XLV-9-42040 (588)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-10-03	Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
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: Wulff, Gregor F.	Buyer Id - Id de l'acheteur xlv588
Telephone No. - N° de téléphone (250) 217-7138 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Royal Canadian Mounted Police See herein	

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 Canada - Pacific
Region
401 - 1230 Government Street
Victoria, B. C.
V8W 3X4

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

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Solicitation No. - N° de l'invitation
M2989-200425/A
Client Ref. No. - N° de réf. du client
M2989-200425

Amd. No. - N° de la modif.
File No. - N° du dossier
XLV-9-42040

Buyer ID - Id de l'acheteur
xlV588
CCC No./N° CCC - FMS No./N° VME

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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with the requirement.

1.2 Requirement

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

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 Canadian Free Trade Agreement (CFTA) and North American Free Trade Agreement (NAFTA), Canada-European Union Comprehensive Economic and Trade agreement (CETA), Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP) and World Trade Organization Agreement on Government Procurement (WTO-AGP).

1.5 ePost Connect

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation for bid submission. Bidders must refer to Part 2 of the bid solicitation entitled Instructions to bidders for further information.

1.6 Equivalent Products

Appendix 1 to Annex A – Equivalent Products identifies a list of all products for which Canada will consider equivalent products.

For a proposed product to be considered as an equivalent product, that product must at a minimum meet or exceed all the mandatory performance criteria indicated for the product in Appendix 1 to Annex A.

Failure to provide Appendix 1 will be understood by the Contracting Authority that the Bidder will only provide the product as described in the statement of work and that no equivalent product will be offered

1. Products that are equivalent in form, fit, function and quality to the item(s) 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.

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 (2019-03-04) Standard Instructions - Goods or Services – Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

The 2003 standard instructions is amended as follows:

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 specified below by the date, time and place indicated on page 1 of the bid solicitation.

Bid Receiving Unit
Public Services and Procurement Canada
401 – 1230 Government Street
Victoria, B.C. V8W 3X4
Electronic address for epost Connect service:

TPSGC.RPRceptiondessousmissions-PRBidReceiving.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.

Bid facsimile number: (250) 363-3344

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than three (3) 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 British Columbia.

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

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

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

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

Canada requests that Bidders follow the format instructions described below in the preparation of 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: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Financial Bid Presentation Sheet at Annex F. The total amount of Applicable Taxes must be shown separately.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

3.2 Tables of Bid Deliverables

3.2.1 Mandatory Bid Deliverables

Regardless of requirements specified elsewhere in this bid solicitation and its associated Statement of Work, the following are the only mandatory documents that must be submitted with the response at the time of bid closing. The Bidder must be compliant on each item to be considered responsive.

No	Part	Article	Description	Condition	Document provided
<u>Section I- Technical Bid</u>					
1		Front page	Invitation to Tender document part 1 page 1, completed and signed	Mandatory with the bid	<input type="checkbox"/>
<u>Section II- Financial Bid</u>					
2	Annex B	ALL	Annex F Financial Bid Presentation Sheet, completed	Mandatory with the bid	<input type="checkbox"/>
<u>Section III- Certification</u>					
3		5.1.1	Integrity Provisions – Declaration of Convicted Offences (only if applicable)	Mandatory with the bid	<input type="checkbox"/>

3.2.2 Supporting Deliverable Requirements

If the following information which supports the bid is not submitted with the Bid; it will be requested by the Contracting Authority, and it must be provided within 48 hours of the written request:

No	Part	Article	Description	Condition	Document provided
<u>Section III- Certification</u>					
1	Part 6	6.5.3	Contractor Representative	48 hrs of written request	<input type="checkbox"/>
2	Part 6	6.9	Applicable Laws	48hrs of written request	<input type="checkbox"/>
3		5.2.1 and Annex G	Integrity Provisions – Required Documentation	48 hrs of written request	<input type="checkbox"/>
<u>Annex A</u>					
4		Appendix to Annex A	Equivalent Product Appendix, completed (if applicable)	48 hrs of written request	<input type="checkbox"/>

Les clauses et conditions suivantes s'appliquent à tout contrat subséquent découlant de la demande de soumissions et en font partie intégrante.

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.

4.1.2 Financial Evaluation

The bids will be evaluated in accordance with Annex F, Financial Bid Presentation Sheet.

4.2 Basis of Selection

SACC Manual clause A0069T (2007-05-25), Basis of Selection

PART 5 - CERTIFICATIONS

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. 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 property 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 this Contract.

6.2 Requirement - Contract

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 Delivery Date - Firm Units

Mandatory quantities are requested on or before 31 March 2020. The best delivery that could be offered is _____.

The Contractor must give the Departmental Representative at least two weeks notice prior to delivering the modules to the site.

6.4.1 Optional Goods - Optional Quantities

The Contractor grants to Canada the irrevocable option to acquire the goods described at Annex A of the Contract under the same conditions and at the prices and/or rates stated in the Annex B Basis of Payment. 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 at any time before 31 March, 2021 by sending a written notice to the Contractor.

6.4.1.1 Requisition on Contract

- (a) **Purpose of ROC:** Ongoing requirement to be provided under the Contract on an-and-when-requested basis will be ordered by Canada using a Requisition on Contract ("ROC").
- (b) **Process for Issuing a ROC:** If a requirement is identified, a draft ROC will be prepared by the Technical Authority and sent to the Contractor. Once it receives the draft ROC, the Contractor must submit a quotation to the authority identified in the ROC detailing the cost to complete the requirement. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for providing the quotation or for providing other information required to prepare and issue the ROC. The Contractor must provide any information requested by Canada in relation to the preparation of a ROC within 10 working days of the request.
- (c) **Approval Process:** If Canada approves the Contractor's quotation, Canada (by its authorized representative, as described in this Article) will issue the ROC by forwarding a signed copy of the final ROC form to the Contractor. Whether or not to

approve or issue a ROC is entirely within Canada's discretion.

- (d) **Authority to Issue a ROC:** Any ROC with a value less than or equal to \$25,000 (including GST/HST) may be issued by the Technical Authority. Any ROC with a value greater than this amount must be issued directly by the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Technical Authority's authority to issue ROCs at any time.
- (e) **Contents of a ROC:** The ROC must contain the following information, if applicable:
- (i) a ROC number;
 - (ii) the details of any financial coding to be used;
 - (iii) type, quantity and description of consumables being ordered;
 - (iv) a schedule indicating delivery date(s);
 - (v) milestone dates for deliverables and payments (if applicable);
 - (vi) the specific delivery location; and
 - (vii) the price payable to the Contractor, with an indication of the firm price.

6.4.1.2 Reporting Requirement - Details

A detailed and current record of all authorized ROC must be kept for each contract with a requisition on contract process. This record must contain:

For each authorized ROC:

- 6.4.1.3 the authorized ROC number or ROC revision number(s);
- 6.4.1.4 a title or a brief description of each authorized ROC;
- 6.4.1.5 the total cost specified in the authorized ROC, GST or HST extra; and
- 6.4.1.6 the completion date for each authorized ROC. For all authorized ROC:
 - (i) the total amount, GST or HST extra, expended to date against all authorized ROCs.

6.4.2 Preparation for Delivery

Preparation for delivery and packaging are to be to the highest manufacturer's standard for the mode of transportation utilized, to ensure safe arrival at final destination.

6.4.3 Shipping Instructions - Delivery at Destination

1. Goods must be consigned to the destination(s) specified in the Contract and delivered Delivery Duty Paid (DDP), Incoterms 2010 for shipments from a commercial contractor.
2. The Contractor is responsible for all delivery charges from the Contractor's facility to destination, including administration costs, insurance and risk of transport.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Gregor Wulff
Supply Specialist
Public Works and Government Services Canada
Marine Acquisitions
401-1230 Government Street
Victoria, BC V8W 3X4

Telephone: 250-217-7138
E-mail address: gregor.wulff@pwgsc-tpsgc.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 the Contract is provided upon contract award:

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

Name and telephone numbers of the person responsible for production:

Name: _____ Telephone No: _____
Facsimile No.: _____ E-mail: _____

Name and telephone numbers of the person responsible for delivery:

Name: _____ Telephone No: _____
Facsimile No.: _____ E-mail: _____

6.6 Payment

6.6.1 Basis of Payment - Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in Annex B. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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 Basis of Payment - Limitation of Expenditure - Requisition on Contract

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Requisition on Contract (ROC), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized ROC.

Canada's liability to the Contractor under the authorized ROC must not exceed the limitation of expenditure specified in the authorized ROC. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

No increase in the liability of Canada or in the price of the Work specified in the authorized ROC resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

6.6.3 Canada's Obligation - Portion of the Work - Requisition on Contract

Canada's obligation with respect to the portion of the Work under the Contract that is performed through Requisitions on Contract is limited to the total amount of the actual tasks performed by the Contractor.

6.6.4 SACC Manual Clauses

C6000C (2017-08-17), Limitation of Price
H1001C (2008-05-12), Multiple Payments
G1005C (2016-01-28), Insurance – No Specific Requirement
B3000T (2006-06-16), Equivalent Products

6.7 Invoicing Instructions

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.

Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to PAC.MARINE@pwgsc-tpsgc.gc.ca for certification and payment.

6.8 Certifications

6.8.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

6.9 Applicable Laws

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

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 2010A (2019-03-04), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Statement of Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____.

6.11 Insurance – No Specific Requirement

SACC Manual Clause G1005C (2016-01-28), Insurance – No Specific Requirement

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Amd. No. - N° de la modif.
File No. - N° du dossier
XLV-9-42040

Buyer ID - Id de l'acheteur
xlV588
CCC No./N° CCC - FMS No./N° VME

Annex "A" – Statement of Requirement

1.0 TITLE

E Division Marine
Shock Mitigation Seat Replacement Project

2.0 BACKGROUND

The RCMP, has numerous cabin RIB vessels throughout coastal waters and inland waters of B.C. It has been determined by in house expertise and testing that currently installed seats in these vessels do not provide the range of shock mitigation and durability to ensure operator safety in waters in which our vessels operate.

3.0 REQUIREMENT

The RCMP through open solicitation will seek a single supplier in procuring replacement seats for 28 cabin vessels. Seats required per vessel range from two (2) to four (4), Operator, Navigator and in some vessels one (1) or two (2) passenger seats. Technical requirements for each position will be included in Technical sections six (6) thru nine (9). Successful supplier will ship seat packages per individual vessel requirement to the addresses listed in the attached delivery addendum.

4.0 SCOPE OF WORK

It is expected that RCMP will require the following number of seat types.

28 Helm seats
28 Navigator seats
24 Passenger seats

Seats to be SW-S5-1300 S5 Pro with High Back seat or equivalent from the same manufacturer.

Seats are to be packaged and shipped to the addresses as indicated in the delivery addendum by the completion dates indicated.

6.0 TECHNICAL REQUIREMENT - General Technical

The requirement is shock mitigating seats Shockwave SW- S5-1300 Pro High Back seat or equivalent. Seats must provide vessel occupants with optimum shock mitigation of up to 3.5 g's in 3m seas states with a vessel head on bearing up to 35 knots speed with vessel dead rise of 22-24 degree. G force capabilities are to be qualified by placing accelerometers on top of seat cushions and deck surface using 512 hz sampling rate with 2 (two) pole Butterworth filter at 80hz. Design of seat must accommodate an average weight of an occupant being 100kg. Seat main frame to be constructed of aluminum no components to be made with -ferrous materials. Shocks to offer a system of on the water adjustment via a locking gas spring while underway. Seats to be upholstered with Marine fabric.

7.0 HELM SEAT – Technical

Helm seat to have an overall vertical shock module travel of 10-15 cm. Suspension module to be equipped with adjustable rebound. Helm seat base to have an adjustable height setting of not less than 10cm. Height adjustment to be made via a locking gas spring assembly to be included as integral component of the seat kit. Seat base to have horizontal adjustment capability to allow optimum positioning of the operator from the controls of 12-17cm. Seats to include robust cast and padded arm rest assemblies with high back seat design. Main seat shoe and high back rest to have a width of not less than 47cm. High back seat to have an overall height of 80 to 100cm from the top of the seat base to top of the seat back. Arm rests must have a capability to be positioned either in the up or down positions. Inside diameter between arms rests not less than 47cm. Maximum overall

width, outer arm rest to outer arm rest not to exceed 62cm. Seat mounting foot print not to exceed 35cm square.

8.0 NAVIGATOR SEAT - Technical

Navigator seat to have an overall vertical travel of 10-15cm. Suspension module to be equipped with adjustable rebound. Navigator seat base to have an adjustable height setting 10cm. Height adjustment to be made via locking gas spring assembly to be included as integral component of the seat kit. No horizontal adjustment capability is required for this seated position. Seats to include robust cast and padded arm rest assemblies with high back seat design. Main seat shoe and high back rest to have a width of not less than 47cm. High back seat to have an overall height of 80-100cm from top of seat base to top of the seat back. Arm rests must have a capability to be positioned either in the up or down positions. Inside diameter between arm rests not less than 47cm. Maximum overall width not to exceed 62cm. Seat mounting foot print not to exceed 35cm square.

9.0 PASSENGER SEAT -Technical

Passenger seat to have an overall vertical travel of 10-15cm. Suspension module to be equipped with adjustable rebound. Passenger seat does not require height or horizontal adjustments capabilities for this seated position. Seats to include robust cast and padded arm rest assemblies with high back seat design. Main seat shoe and high back rest to have a width of not less than 47cm. High back seat to have an overall height of 80-100cm from top of seat base to top of high back seat. Arm rests must have a capability to be positioned either in the up or down positions. Inside diameter between arm rests not less than 47cm. Maximum overall width not to exceed 62cm. Seat mounting foot print not to exceed 35cm square.

10.0 DELIVERY AND SCHEDULE OF DELIVERY

See attached Delivery addendum.

Appendix 1 to Annex A

Template		
Specification Reference	Helm Seat	
Product Named:	Shochwave S-5	
Product Description:	Marine Shock Mitigating Seat	
Equivalency Proposed by:	(When Equivalency Must be provided by bidder)	
1	shock module travel - not less than 10cm max 15cm	
2	shock module capability - 3.5 g force sustained	
3	inside diameter arm rests - minimum 50cm	
4	outside diameter seat assembly - max 62cm	
5	seat horizontal adjustment - not less than 12cm max 17cm	
6	seat height adjustment - minimum 10cm	
7	back rest height - minimum 80cm max 100cm"	
8	seat shoe width - minimum 47cm	
9	arm rests - independantly raised and retained up	
10	frame structures/bushings - aluminum main frame,no ferrous material	
11	shock module - equipped with adjustable rebound	
12	height adjustment - locking gas spring assembly	
13	seat base - not to exceed 35cm	

Template		
Specification Reference	Navigational Seat	
Product Named:	Shockwave S-5	
Product Description:	Marine Shock Mitigating Seat	

Equivalency Proposed by:		(When Equivalency Must be provided by bidder)
1	shock module travel -not less than 10cm max 15cm	
2	shock module capability - 3.5 g force sustained	
3	inside diameter arm rests - minimun 50cm	
4	outside diameter seat assembly - max 62cm	
5	seat height adjustment - minimun 10cm	
6	back rest height - minimun 80cm max 100cm	
7	seat shoe width - minimun 47cm	
8	arm rests - independantly raised and retained up	
9	frame structures/bushings aluminum main frame,no ferrous material	
10	shock module - equipped with adjustable rebound	
11	height adjustment - locking gas spring assembly	
12	seat base - not to exceed 35cm	

Template		
Specification Reference	Passenger Seat	
Product Named:	Shockwave S-5	
Product Description:	Marine Shock Mitigating Seat	
Equivalency Proposed by:	(When Equivalency Must be provided by bidder)	
1	shock module travel - not less than 10cm max 15cm	
2	shock module capability - 3.5 g force sustained	
3	inside diameter arm rests - minimun 50cm	

4	outside diameter seat assembly max 62cm	
5	back rest height -minimum 80cm max 100cm	
6	seat shoe width - minimum 47cm	
7	arm rests - independantly raised and retained up	
8	frame structures/bushings - aluminum main frame,no ferrous material	
9	shock module - equipped with adjustable rebound	
10	seat base - not to exceed 35cm	

ANNEX "B" BASIS OF PAYMENT

Note to Bidders:

The following annex is provided to demonstrate the layout of the Basis of Payment of the resulting Contract.
This Annex should not be filled out at the bid stage. Bidders should include their bid pricing in the tables at Annex F.

Note: Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

Contract Period:

Contract award to 31 March, 2021 inclusive.
Option year 1 April 2021 to 31 March 2022

1. Firm Units				
All firm unit pricing is inclusive of delivery Incoterms 2010 Delivered Duty Paid (DDP) to the location stated.				
Item	Description	Unit Price (\$CAD)	Quantity	Extended Price (\$CAD)
1.1 - Delivery 1 - Location - Tofino RCMP				
Delivery Address: Tofino RCMP, 400 Campbell Street, Tofino, BC V0R 2Z0 - Delivery requested November 30, 2019				
1.1.1	Helm Seat	\$	3	\$
1.1.2	Navigator Seat	\$	3	\$
1.1.3	Passenger Seat	\$	4	\$
Sub-total - Delivery 1 - Tofino RCMP				\$
1.2 - Delivery 2 - Location - Prince Rupert RCMP				
Delivery Address: Prince Rupert RCMP, 45 Charlie Currie Road, Prince Rupert V8J 0A1 - Delivery Requested January 30, 2020				
1.1.1	Helm Seat	\$	5	\$
		-		-
1.1.2	Navigator Seat	\$	5	\$
1.1.3	Passenger Seat	\$	5	\$
Sub-total - Delivery 2 - Prince Rupert RCMP				\$
Total - Firm Units				\$

2. Option Unit Pricing		
All option unit pricing has delivery as a separate line item.		
Item	Description	Unit Price
2.1	Helm Seat	\$
2.1.1	Helm Seat Delivery Cost - Masset RCMP	\$

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2.1.2	Helm Seat Delivery Cost - Kitimat RCMP	\$
2.1.3	Helm Seat Delivery Cost - Sidney RCMP	\$
2.1.4	Helm Seat Delivery Cost - Sayward RCMP	\$
2.1.5	Helm Seat Delivery Cost - Port McNeill RCMP	\$
2.1.6	Helm Seat Delivery Cost - Quadra Island RCMP	\$
2.1.7	Helm Seat Delivery Cost - Comox Valley RCMP	\$
2.1.8	Helm Seat Delivery Cost - Ladysmith RCMP	\$
2.1.9	Helm Seat Delivery Cost - Nanaimo West Coast Marine Services	\$
2.1.10	Helm Seat Delivery Cost - Powell River RCMP	\$
2.1.11	Helm Seat Delivery Cost - Sunshine Coast RCMP	\$
2.1.12	Helm Seat Delivery Cost - North Vancouver RCMP	\$
2.2	Navigator Seat	\$
2.2.1	Navigator Seat Delivery Cost - Masset RCMP	\$
2.2.2	Navigator Seat Delivery Cost - Kitimat RCMP	\$
2.2.3	Navigator Seat Delivery Cost - Sidney RCMP	\$
2.2.4	Navigator Seat Delivery Cost - Sayward RCMP	\$
2.2.5	Navigator Seat Delivery Cost - Port McNeill RCMP	\$
2.2.6	Navigator Seat Delivery Cost - Quadra Island RCMP	\$
2.2.7	Navigator Seat Delivery Cost - Comox Valley RCMP	\$
2.2.8	Navigator Seat Delivery Cost - Ladysmith RCMP	\$
2.2.9	Navigator Seat Delivery Cost - Nanaimo West Coast Marine Services	\$
2.2.10	Navigator Seat Delivery Cost - Powell River RCMP	\$
2.2.11	Navigator Seat Delivery Cost - Sunshine Coast RCMP	\$
2.2.12	Navigator Seat Delivery Cost - North Vancouver RCMP	\$
2.3	Passenger Seat	\$
2.3.1	Passenger Seat Delivery Cost - Masset RCMP	\$
2.3.2	Passenger Seat Delivery Cost - Kitimat RCMP	\$
2.3.3	Passenger Seat Delivery Cost - Sidney RCMP	\$
2.3.4	Passenger Seat Delivery Cost - Sayward RCMP	\$
2.3.5	Passenger Seat Delivery Cost - Port McNeill RCMP	\$
2.3.6	Passenger Seat Delivery Cost - Quadra Island RCMP	\$
2.3.7	Passenger Seat Delivery Cost - Comox Valley RCMP	\$
2.3.8	Passenger Seat Delivery Cost - Ladysmith RCMP	\$
2.3.9	Passenger Seat Delivery Cost - Nanaimo West Coast Marine Services	\$
2.3.10	Passenger Seat Delivery Cost - Powell River RCMP	\$
2.3.11	Passenger Seat Delivery Cost - Sunshine Coast RCMP	\$
2.3.12	Passenger Seat Delivery Cost - North Vancouver RCMP	\$

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ANNEX "C"

REQUISITION ON CONTRACT FORM

Contract No.:	Contractor's Name and Address:
ROC No.:	
Total Estimated Cost of ROC:	
1.0 - TERMS AND CONDITIONS	
<i>Refer to Contract; Article 4.4 - Requisition on Contract</i>	
2.0 - DELIVERY INFORMATION	
Delivery Date:	Delivery Location:

Start of the Work for a ROC: Work cannot commence until a ROC has been authorized in accordance with the conditions of the Contract.

3.0 - ITEM DESCRIPTION AND COST					
<i>ITEM</i>	<i>DESCRIPTION</i>	<i>UNIT OF ISSUE</i>	<i>UNIT PRICE</i>	<i>QUANTITY</i>	<i>EXTENDED PRICE</i>
				Sub-Total:	
				GST/HST:	
				TOTAL:	

4.0 - AUTHORIZATION(S)
By signing this ROC, the authorized client and (or) the RCMP Contracting Authority certify (ies) that the content of this ROC is in accordance with the conditions of the Contract. The client's authorization limit is defined in the Contract. When the value of a ROC or its revisions is in excess of this limit, the ROC must be forwarded to the PWGSC Contracting Authority for authorization.

Authorized Client:
Name: _____ Title: _____ Signature: _____ Date: _____

PWGSC Contracting Authority:
Name: _____ Title: _____ Signature: _____ Date: _____

5.0 - CONTRACTOR'S SIGNATURE
Individual authorized to sign for the Contractor:
Name: _____ Title: _____ Signature: _____ Date: _____

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ANNEX "D"

REQUISITION ON CONTRACT - PERIODIC USAGE REPORT

Return completed reports to:

ATTN:

Bi-Annual Usage Report Schedule:

1st period: 1 October to 31 March
2nd period: 1 April to 30 September

The data must be submitted to the Contracting Authority no later than 30 calendar days after the end of the reporting period.

Contractor's Name and Address:			Contract No.:	
			Reporting Period:	
Authorized ROC No.	Authorized ROC Description	Delivery Date	Total Cost (Excl. GST/HST)	Total GST/HST
(A) Total Values of Authorized ROCs for this reporting period:				
(B) Accumulated Total of Previous Authorized ROCs:				
(A + B) Total Accumulated Authorized ROCs:				

NIL REPORT: No authorized ROCs were issued for this reporting period []

Usage Report Prepared By:

Name and Title of Individual Authorized to Sign for the Contractor

Signature

Date

ANNEX "E"

Delivery Addendum

This delivery addendum provides a list of the shipping addresses related to this requirement.

Location	Shipping Address	Shipping Contact Info
AHOUSHAT (TOFINO)	Tofino RCMP 400 Campbell Street Tofino V0R 2Z0	Chad Kisby 250-725-3242
TOFINO		
UCLUELET		
PRINCE RUPERT (KLEMTU)	RCMP Prince Rupert 45 Charlie Currie Rd Prince Rupert V8J 0A1	Donna Morash 250-632-0724
PRINCE RUPERT (PORT SIMPSON)		
PRINCE RUPERT RURAL		
WCMS (WC111) Prince Rupert		
FORT SAINT JAMES		
MASSET	Masset RCMP 2042 Collison Ave Masset V0T 1M0	Shirley Kricheldorf 250-626-3991
QUEEN CHARLOTTE CITY		Beverly Yovanovich 250-559-4421
KITIMAT	Kitimat RCMP 741 Enterprize Ave Kitimat V8C 2E7	Brad McKinnon 250-632-7111
BELLA BELLA		
BELLA BELLA		
SIDNEY	Sidney RCMP 9895 Fourth St Sidney V8L 2Z5	
OUTER GULF ISLANDS		

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OUTER GULF ISLANDS		
SAYWARD	Sayward RCMP 610 Kelsey Way PO 100 Sayward BC V0P 1R0	Francois Veillette 250-282-5522
ALERT BAY		
KYUQUOT (PORT McNEILL)	Port McNeill RCMP 2700 Haddington Cres Port McNeill V0N 2R0	Andrew Phillips 250-956-4441
PORT McNEILL		
PORT HARDY		
QUADRA ISLAND	Quadra RCMP 738 West Rd Quathiaski V0P 1N0	Victor Chapman 250-285-3631
COMOX VALLEY	Comox Valley RCMP 800 Ryan Rd Courtenay V9N 7T1	Chris McMillan 250-897-8751
LADYSMITH	RCMP Ladysmith 320 6th Ave Ladysmith V9G 1A2	Ken Brissard 250-714-5688
		Bob McCauley 250-754-2352
WCMS(WC110)	West Coast Marine Service 4412 Boban Drive Nanaimo V9T 5V9	John May 250-751-8845
POWELL RIVER	Powell River RCMP 7070 Barnett ST Powel River V8A 2A1	Todd Woon 604-485-6255

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SUNSHINE COAST	Sunshine Coast RCMP 5800 Teredo street Sechelt V0N 3A0	Wendy Cummings 250-885-2266
NORTH VANCOUVER	North Vancouver RCMP 147 East 14th Street North Vancouver V7L 2N4	Dan Guilfoyle 604-985-1311

ANNEX "F"

FINANCIAL BID PRESENTATION SHEET

HELM SEAT MAKE AND MODEL OFFERED: _____

NAVIGATOR SEAT MAKE AND MODEL OFFERED: _____

PASSENGER SEAT MAKE AND MODEL OFFERED: _____

For evaluation purposes, the Total Evaluated Price will be calculated as follows:

1. Firm Units				
All firm unit pricing is inclusive of delivery Incoterms 2010 Delivered Duty Paid (DDP) to the location stated.				
Item	Description	Unit Price (\$CAD)	Quantity	Extended Price (\$CAD)
1.1 - Delivery 1 - Location - Tofino RCMP				
Delivery Address: Tofino RCMP, 400 Campbell Street, Tofino, BC V0R 2Z0 - Delivery requested November 30, 2019				
1.1.1	Helm Seat	\$	3	\$
1.1.2	Navigator Seat	\$	3	\$
1.1.3	Passenger Seat	\$	4	\$
Sub-total - Delivery 1 - Tofino RCMP				\$
1.2 - Delivery 2 - Location - Prince Rupert RCMP				
Delivery Address: Prince Rupert RCMP, 45 Charlie Currie Road, Prince Rupert V8J 0A1 - Delivery Requested January 30, 2020				
1.1.1	Helm Seat	\$	5	\$
1.1.2	Navigator Seat	\$	5	\$
1.1.3	Passenger Seat	\$	5	\$
Sub-total - Delivery 2 - Prince Rupert RCMP				\$
Total - Firm Units				\$
2. Option Unit Pricing				
All option unit pricing has delivery as a separate line item. Quantities are estimated and provided for the purpose of evaluation only. The quantities ordered by Canada may be higher or lower than the quantities listed. The quantities of options units are not a guarantee of work.				
Item	Description	Unit Price (\$CAD)	Estimated Quantity	Extended Price (\$CAD)

2.1	Helm Seat	\$	20	\$
2.1.1	Helm Seat Delivery Cost - Masset RCMP	\$	2	\$
2.1.2	Helm Seat Delivery Cost - Kitimat RCMP	\$	3	\$
2.1.3	Helm Seat Delivery Cost - Sidney RCMP	\$	3	\$
2.1.4	Helm Seat Delivery Cost - Sayward RCMP	\$	2	\$
2.1.5	Helm Seat Delivery Cost - Port McNeill RCMP	\$	3	\$
2.1.6	Helm Seat Delivery Cost - Quadra Island RCMP	\$	1	\$
2.1.7	Helm Seat Delivery Cost - Comox Valley RCMP	\$	1	\$
2.1.8	Helm Seat Delivery Cost - Ladysmith RCMP	\$	1	\$
2.1.9	Helm Seat Delivery Cost - Nanaimo West Coast Marine Services	\$	1	\$
2.1.10	Helm Seat Delivery Cost - Powell River RCMP	\$	1	\$
2.1.11	Helm Seat Delivery Cost - Sunshine Coast RCMP	\$	1	\$
2.1.12	Helm Seat Delivery Cost - North Vancouver RCMP	\$	1	\$
2.2	Navigator Seat	\$	20	\$
2.2.1	Navigator Seat Delivery Cost - Masset RCMP	\$	2	\$
2.2.2	Navigator Seat Delivery Cost - Kitimat RCMP	\$	3	\$
2.2.3	Navigator Seat Delivery Cost - Sidney RCMP	\$	3	\$
2.2.4	Navigator Seat Delivery Cost - Sayward RCMP	\$	2	\$
2.2.5	Navigator Seat Delivery Cost - Port McNeill RCMP	\$	3	\$
2.2.6	Navigator Seat Delivery Cost - Quadra Island RCMP	\$	1	\$
2.2.7	Navigator Seat Delivery Cost - Comox Valley RCMP	\$	1	\$
2.2.8	Navigator Seat Delivery Cost - Ladysmith RCMP	\$	1	\$
2.2.9	Navigator Seat Delivery Cost - Nanaimo West Coast Marine Services	\$	1	\$

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2.2.1 0	Navigator Seat Delivery Cost - Powell River RCMP	\$	1	\$
2.2.1 1	Navigator Seat Delivery Cost - Sunshine Coast RCMP	\$	1	\$
2.2.1 2	Navigator Seat Delivery Cost - North Vancouver RCMP	\$	1	\$
2.3	Passenger Seat	\$	15	\$
2.3.1	Passenger Seat Delivery Cost - Masset RCMP	\$	2	\$
2.3.2	Passenger Seat Delivery Cost - Kitimat RCMP	\$	0	\$
2.3.3	Passenger Seat Delivery Cost - Sidney RCMP	\$	4	\$
2.3.4	Passenger Seat Delivery Cost - Sayward RCMP	\$	0	\$
2.3.5	Passenger Seat Delivery Cost - Port McNeill RCMP	\$	2	\$
2.3.6	Passenger Seat Delivery Cost - Quadra Island RCMP	\$	0	\$
2.3.7	Passenger Seat Delivery Cost - Comox Valley RCMP	\$	2	\$
2.3.8	Passenger Seat Delivery Cost - Ladysmith RCMP	\$	2	\$
2.3.9	Passenger Seat Delivery Cost - Nanaimo West Coast Marine Services	\$	1	\$
2.3.1 0	Passenger Seat Delivery Cost - Powell River RCMP	\$	0	\$
2.3.1 1	Passenger Seat Delivery Cost - Sunshine Coast RCMP	\$	2	\$
2.3.1 2	Passenger Seat Delivery Cost - North Vancouver RCMP	\$	0	\$
Total – Option Units				

Evaluated Total		
1.	Total – Firm Units	\$
2.	Total – Option Units	\$
3.	Evaluated Total	\$

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ANNEX G

INFORMATION REQUIRED FOR INTEGRITY PROVISIONS VERIFICATION

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors;

2. For a Partnership, General Partnership or Limited Partnership - the names of all current partners;

3. For a Sole Proprietorship or an individual doing business under a firm name - the name of the sole proprietor or individual;

4. For a Joint Venture - the names of all current members of the Joint venture;

5. For an individual - the full name of the person
