



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

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

1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
Halifax  
Nova Scotia  
B3J 1T3  
Bid Fax: (902) 496-5016

**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**

<b>Title - Sujet</b> Portable Flow Cytometer	
<b>Solicitation No. - N° de l'invitation</b> 31028-200745/A	<b>Date</b> 2019-10-02
<b>Client Reference No. - N° de référence du client</b> 31028-20-0745	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-406-10790	
<b>File No. - N° de dossier</b> HAL-9-83079 (406)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2019-11-14</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Standard Time AST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Matheson, Valerie	<b>Buyer Id - Id de l'acheteur</b> hal406
<b>Telephone No. - N° de téléphone</b> (902) 403-6236 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> NATIONAL RESEARCH COUNCIL CANADA 1411 OXFORD STREET HALIFAX NOVA SCOTIA B3H3Z1 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**

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
Halifax  
Nova Scot  
B3J 1T3

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Statement of Requirement**

The requirement is detailed under Annex A – Statement of Requirement.

### **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.

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## 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.

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

Delete: 60 days  
Insert: 90 days

### 2.2 Submission of Bids

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-  
Réception des soumissions Travaux publics et Services gouvernementaux Canada  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.) B3J 1T3

Bid Fax: (902) 496-5016

E-mail address for epost Connect Service:

[TPSGC.RARceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RARceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca)

#### NOTE:

**Bids/Offer will be not be accepted if emailed directly to this email address. This email is to initiate an ePost Connect conversation, as detailed in the Standard Instructions.**

### **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than **FIVE (5)** 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 Nova Scotia.

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. 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  
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 (1hard copy)  
Section II: Financial Bid (1hard copy)  
Section III: Certifications (1hard copy)  
Section IV: Additional Information (1hard copy)

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 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: 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 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

#### **3.1.3 SACC Manual Clauses**

### **Section III: Certifications**

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

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Technical Criteria**

1. Mandatory Technical Criteria is outlined in Annex A, Statement of Requirement
2. Complete Annex B, Basis of Payment
3. Complete Annex E, Mandatory Technical Requirements – Cross Reference

#### **4.1.2 Financial Evaluation**

*SACC Manual* Clause [A0220T](#) (2014-06-26), Evaluation of Price-Bid

### **4.2 Basis of Selection**

#### **4.2.1 Basis of Selection – Mandatory Technical Criteria**

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

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

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

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

### **5.1 Certifications Required with the Bid**

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

#### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

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

### **5.2 Certifications Precedent to Contract Award and Additional Information**

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

#### **5.2.1 Integrity Provisions – Required Documentation**

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real 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**

There is no security requirement applicable to the Contract.

### **6.2 Statement of 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 **January 30, 2020** inclusive.

#### **6.4.2 Delivery Date**

All the deliverables must be received on or before **January 30, 2020**.

#### **6.4.3 Delivery Points**

Delivery of the requirement will be made to the following location:

National Research Council Canada  
1411 Oxford Street,  
Halifax, NS B3H 3Z1

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## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Valerie Matheson, Supply Officer  
Nova Scotia Acquisitions Directorate  
Public Services and Procurement Canada  
1713 Bedford Row  
Halifax, Nova Scotia B3J 1T3

Telephone: 902-403-6236  
Facsimile: 902-496-5016  
E-mail address: [Valerie.matheson@pwgsc.gc.ca](mailto:Valerie.matheson@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 **(COMPLETED AT CONTRACT AWARD)**

The Project Authority for the Contract is:

Name:  
Title:  
Organization:  
Address:

Telephone: \_\_\_\_ \_\_\_\_ \_\_\_\_\_  
Facsimile: \_\_\_\_ \_\_\_\_ \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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

### 6.5.3 Contractor's Representative **(TO BE COMPLETED BY BIDDER)**

Name:  
Title:  
Organization:  
Address:

Telephone: \_\_\_\_ \_\_\_\_ \_\_\_\_\_  
Facsimile: \_\_\_\_ \_\_\_\_ \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## **6.6 Payment**

### **6.6.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price(s), as specified in Annex B for a cost of \$ \_\_\_\_\_. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

### **6.6.2 Single Payment**

**SACC Manual Clause** [Single Payment \(2008-05-12\) H1000C](#)

## **6.7 Electronic Payment of Invoices – Contract**

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

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

## **6.8 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.

## **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 Nova Scotia.

### **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.

1. the Articles of Agreement;
2. the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
3. Annex A, Statement of Requirement;
4. Annex B, Basis of Payment;
5. Annex C, Electronic Payment Instruments
6. Annex D, Integrity Provisions
7. Annex E, Mandatory Technical Requirements - Cross Reference
8. the Contractor's bid dated \_\_\_\_\_

### **6.12 SACC Manual Clauses**

B7500C (2006-06-16), Excess Goods  
G1005C (2016-01-28), Insurance, No Specific Requirement  
B1501C (2018-06-21), Electrical Equipment  
D0018C (2007-11-30), Delivery and Unloading  
A9068C (2010-01-11), Government Site Regulations  
B9028C (2007-05-25) Access to Facilities and Equipment

### **6.13 Inspection and Acceptance**

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

## **ANNEX "A" - STATEMENT OF REQUIREMENT**

### **1. Object**

The National Research Council of Canada (NRC) wants to expand their high-throughput cell analysis research capacity in the Molecular Biology Facility, Halifax. The addition of this capability will strengthen and directly support R&D capabilities in areas of strategic importance to ACRD Research Center including microalgal cell factories, bio-sensing of marine microorganisms, and further development and exploitation of ACRD's microalgae library for high value products including nutraceuticals and feed ingredients. Within this mandate, the NRC wishes to purchase a portable flow cytometer.

The work consists of supply, delivery, installation of the system at the NRC address and training on equipment use.

### **2. Constraints**

1. Flow cytometer, not including computer workstation, must have a total footprint not exceeding 20" H x 24" W x 16.5" D, and be able to be placed inside a biosafety cabinet.
2. Flow cytometer, not including computer workstation, must not exceed 30 pounds due to need to relocate, decontaminate and servicing considerations.

### **1. Mandatory Technical Specifications**

1. The Flow cytometer must have the capability for manual tub loading and/or high throughput auto-sampling option.
2. The Flow cytometer must support future upgradeability and evolution of assay design for manual tube loading and/or a high throughput auto-sampling option.
3. The auto-sampler must be a single option that can analyze standard 96-well plates (flat, round and v-bottom), deep well 96-well plates, 48-well plates as well as 12x75mm tubes via a 24-tube rack.
4. Must use 0.2um filtered DI water to minimize total cost of operation.
5. The proposed system must have a rapid, automated and simple quality control (QC) program to support ease of use by non-experience flow cytometry users.
6. Must be a plug and play system that requires no specialized installer/installation. Quoted package must include control systems or computer required for operation and analysis of data as well as software for such systems.
7. Must be CSA approved.
8. Must have free downloadable software templates including premade flow cytometry plots, population gates and statistic tables for analysis of a variety of life sciences assays to support ease of use by non-experienced flow cytometry users.
9. The proposed system must use software that does not require any specialized onsite training to support ease by non-experienced flow cytometry users.
10. The instrument must include option to modify configuration to fit researcher assay requirements.
11. Must demonstrate past success of its application in a large number of high impact scientific publications.
12. Must have a Module for Selectable Lasers: Facilitates standard three detectors off of blue laser and one off of red laser. Allows for four blue detectors or two blue and two red detectors. Must include optical filters: 510/15 nm, 540/20 nm, 780/60 nm, 610/20 nm, and 630/30 nm.

### **4. Technical**

Technical documentation: The system must include at least one operating manual in English and one in French upon delivery.

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## ANNEX "B" - BASIS OF PAYMENT

A bid must comply with the requirements of the bid solicitation and meet all mandatory criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for issuance of a Contract.

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included

	Description	Unit of Issue	Quantity (A)	Unit Price (B)	Extended Total C=(A*B)
1	Flow Cytometer System as described in Annex A –Requirement	Each	1	\$ _____	\$ _____
2	Training of two (2) staff members	Lot	1	\$ _____	\$ _____
3	Installation	Lot	1	\$ _____	\$ _____
4	Delivery	Lot	1	\$ _____	\$ _____
<b>TOTAL EVALUATED PRICE = (C1+C2+C3+C4)</b> <b>(applicable taxes extra)</b>					\$ _____

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## **ANNEX "C" to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

*As indicated in Part 3, clause 3.1.2, the Bidder must identify which electronic payment instruments they are willing to accept for payment of invoices.*

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);

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**ANNEX "D"**

**INTEGRITY PROVISIONS – REQUIRED DOCUMENTATION**

**Complete Legal Name of Supplier:** \_\_\_\_\_

**Supplier Address:** \_\_\_\_\_  
\_\_\_\_\_

**Supplier PBN:** \_\_\_\_\_

**Solicitation Number:**                   **31028-200745**

**List of Directors:**

Please provide a list of names of all individuals currently on the Board of Directors of the above company

<b>Name</b>	<b>Position</b>

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## **ANNEX "E"**

### **MANDATORY TECHNICAL REQUIREMENTS – CROSS REFERENCE**

**THIS FORM TO BE COMPLETED AND SUBMITTED WITH YOUR BID.**

### **Instructions:**

**It is mandatory for each bidder to provide the technical / descriptive documentation of the product they are offering (e.g. drawing, brochure, data sheet, etc.).**

Bidders **MUST** comment /cross reference the page number and highlight the specification/criteria in the supporting technical data sheet(s) or brochure to demonstrate and support compliance for each of the Mandatory Technical Criteria stated below.

It will be advantageous to furnish as much detail as possible to support your claims of compliance for each of the Mandatory Criteria listed below.

**NOTE:** The Crown is under NO obligation to seek clarification of the bid(s) or the supporting technical documentation provided.

Failure to meet any of the following Mandatory Technical Criteria listed below will render your proposal non-compliant and will be given no further consideration.

No.	Mandatory Technical Specifications	Please indicate/ comment where in your descriptive documents or technical literature the mandatory technical specifications can be found
1	The Flow cytometer must have the capability for manual tub loading and/or high throughput auto-sampling option.	Page: _____ / Comment
2	The Flow cytometer must support future upgradeability and evolution of assay design for manual tube loading and/or a high throughput auto-sampling option.	Page: _____ / Comment
3	The auto-sampler must be a single option that can analyze standard 96-well plates (flat, round and v-bottom), deep well 96-well plates, 48-well plates as well as 12x75mm tubes via a 24-tube rack.	Page: _____ / Comment
4	Must use 0.2um filtered DI water to minimize total cost of operation.	Page: _____ / Comment
5	The proposed system must have a rapid, automated and simple quality control (QC) program to support ease of use by non-experience flow cytometry users.	Page: _____ / Comment
6	Must be a plug and play system that requires no specialized installer/installation. Quoted package must include control systems or computer required for operation and analysis of data as well as software for such systems.	Page: _____ / Comment
7	Must be CSA approved.	Page: _____ / Comment
8	Must have free downloadable software templates including premade flow cytometry plots, population gates and statistic tables for analysis of a variety of life sciences assays to support ease of use by non-experienced flow cytometry users.	Page: _____ / Comment
9	The proposed system must use software that does not require any specialized onsite training to support ease by non-experienced flow cytometry users.	Page: _____ / Comment

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<b>No.</b>	<b>Mandatory Technical Specifications</b>	<b>Please indicate/ comment where in your descriptive documents or technical literature the mandatory technical specifications can be found</b>
10	The instrument must include option to modify configuration to fit researcher assay requirements.	<b>Page: _____ / Comment</b>
11	Must demonstrate past success of its application in a large number of high impact scientific publications.	<b>Page: _____ / Comment</b>
12	Must have a Module for Selectable Lasers: Facilitates standard three detectors off of blue laser and one off of red laser. Allows for four blue detectors or two blue and two red detectors. Must include optical filters: 510/15 nm, 540/20 nm, 780/60 nm, 610/20 nm, and 630/30 nm.	<b>Page: _____ / Comment</b>
13	Flow cytometer, not including computer workstation, must not exceed 30 pounds	<b>Page: _____ / Comment</b>
14	Flow cytometer, not including computer workstation, must have a total footprint not exceeding 20" H x 24" W x 16.5" D, and be able to be placed inside a biosafety cabinet.	<b>Page: _____ / Comment</b>