



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

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

Government of Canada Building  
101 - 22nd Street East, Suite 110  
Saskatoon  
Saskatchewan  
S7K 0E1  
Bid Fax: (306) 975-5397

**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> DRS Engineering Services	
<b>Solicitation No. - N° de l'invitation</b> W0142-19X032/C	<b>Date</b> 2019-10-10
<b>Client Reference No. - N° de référence du client</b> W0142-19X032	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$STN-205-5209	
<b>File No. - N° de dossier</b> STN-8-41050 (205)	<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 2019-10-31</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Central Standard Time CST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Baessler, Nancy	<b>Buyer Id - Id de l'acheteur</b> stn205
<b>Telephone No. - N° de téléphone</b> (306) 241-2826 ( )	<b>FAX No. - N° de FAX</b> (306) 975-5397
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE RALSTON AB P.O.BOX 6000 MEDICINE HAT Alberta T1A8K8 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**

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

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada/Réception  
des soumissions Travaux publics et Services gouvernementaux  
Canada  
Government of Canada Building  
101 - 22nd Street East  
Suite 110  
Saskatoon  
Saskatche  
S7K 0E1

<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>

This bid solicitation cancels and supersedes previous bid solicitation number **W0142-19X032/B** dated **2019-06-05** with a closing of **2019-07-04 at 2:00 pm, (CST)**. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

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## PART 1 - GENERAL INFORMATION

### 1.1 Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification, the Insurance Requirements, the DND 626 Task Authorization Form and any other annexes.

### 1.2 Summary

For the purposes of this procurement, Canada is acting as AGENT for the British Army Training Unit Suffield in accordance with the "Agreement Between the Government of Canada and The Government of The United Kingdom of Great Britain and Northern Ireland on British Armed Forces' Training in Canada" and the "Memorandum of Understanding Between The Department of National Defence of Canada and The Ministry of Defence of the United Kingdom of Great Britain and Northern Ireland Concerning British Armed Forces Training at Canadian Forces Base Suffield (the "MOU")."

The British Military Equipment holdings at Canadian Forces Base (CFB) Suffield in accordance with solicitation documents, has a requirement for the repair, servicing and manufacturing of Engines & Main Assemblies (E&MA) related Articles used by British Army Training Unit Suffield (BATUS) in the repair and maintenance of British Military Platforms and Equipment. The **Direct Repair Scheme (DRS) Canada – Miscellaneous Engineering** contract will promote the expedient repair of the equipment whilst reducing the strain on the United Kingdom (UK) supply system, air-bridge and BATUS Staff at CFB Suffield.

The period of the Contract is from **date of contract award** for a **two-year period**, inclusive.

The requirement is subject to a preference for Canadian goods and services.

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

Buyer ID - Id de l'acheteur  
stn205  
CCC No./N° CCC - FMS No./N° VME

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### **1.3 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.

### **1.4 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (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 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  
Government of Canada Building  
101 22<sup>nd</sup> Street East, Suite 110  
Saskatoon, SK  
S7K 0E1

Epost:: [ROReceptionSoumissions.WRBidReceiving@tpsgc-pwgsc.gc.ca](mailto:ROReceptionSoumissions.WRBidReceiving@tpsgc-pwgsc.gc.ca) \*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.

Fax: (306) 975-5397

**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 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is

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completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

## Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

## Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes** ( ) **No** ( )

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

## Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** ( ) **No** ( )

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;

- 
- d. amount of lump sum payment;
  - e. rate of pay on which lump sum payment is based;
  - f. period of lump sum payment including start date, end date and number of weeks;
  - g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

## **2.4 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.

## **2.5 Applicable Laws**

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

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

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

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

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

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

- 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 (one (1) hard copy)  
Section II: Financial Bid (one (1) hard copy)  
Section III: Certifications (one (1) hard 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 demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

## **Section II: Financial Bid**

**3.1.1** Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B".

### **3.1.2 Electronic Payment of Invoices – Bid**

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

If Annex "G" 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.

### **3.1.3 Exchange Rate Fluctuation**

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

### **3.1.4 SACC Manual Clauses**

[D5401T](#) (2007-11-30), Quality Plan – Solicitation (Preliminary Plan)

## **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 and BATUS/MOD will evaluate the bids.
- (c) The evaluation team will determine first if there are two or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

#### 4.1.1 Technical Evaluation

Mandatory and point rated technical evaluation criteria are included in Annex F.

#### 4.1.2 Financial Evaluation

- (a) The financial evaluation will be conducted by calculating the Total Bid Price using the Annex B – Basis of Payment to be completed by the bidders.
- (b) The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded. Canadian customs duties and excise taxes included.

##### 4.1.2.1 Evaluation of Price, as follows

The total Bid Price will be determined as follows:

At Annex B – Basis of Payment

Item 1i	a + b + c + d
+ Item 1ii	a + b + c + d
+ Item 1iii	a + b + c + d
+ Item 1iv	a + b + c + d
+ Item 1v	a + b + c + d
+ Item 2vi	a + b
+ Item 2vii	a + b
+ Item 2viii	a + b
+ Item 2ix	a + b
+ Item 2x	a + b
+ Item 2xi	a + b
+ Item 2xii	a + b
+ Item 2xiii	a + b
+ Item 2xiv	a + b
+ Item 2xv	a + b
+ Item 3	a + b

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+ Item 6 a + b  
+ Item 7 a + b  
+ Item 8 a + b

**= Total Bid Price**

## 4.2 Basis of Selection Highest

### 4.2.1 Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
  - a. comply with all the requirements of the bid solicitation; and
  - b. meet all mandatory criteria; and
  - c. obtain the required minimum of 20 points overall for the technical evaluation criteria which are subject to point rating.  
The rating is performed on a scale of 50 points.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70% for the technical merit and 30% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 70%
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

		<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>
<b>Overall Technical Score</b>		115/135	89/135	92/135
<b>Calculations</b>	<b>Bid Evaluated Price</b>	\$55,000.00	\$50,000.00	\$45,000.00
	<b>Technical Merit Score</b>	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
<b>Pricing Score</b>		$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
<b>Combining Rating</b>		83.84	75.56	80.89
<b>Overall Rating</b>		1 <sup>st</sup>	3 <sup>rd</sup>	2 <sup>nd</sup>

## **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 Integrity 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.

#### **5.1.2 Additional Certifications Required with the Bid**

##### **5.1.2.1 Canadian Content Certification**

This procurement is conditionally limited to Canadian services.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the services offered are Canadian services, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the services offered being treated as non-Canadian services.

The Bidder certifies that:

( ) the services offered are Canadian services as defined in paragraph 4 of clause [A3050T](#).

**5.1.2.1.1** *SACC Manual* clause [A3050T](#) (2018-12-06) Canadian Content Definition.

### **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 specified will render the bid non-responsive.

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

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

### **5.2.2 Federal Contractors Program for Employment Equity - Bid Certification**

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

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

### **5.2.3 Additional Certifications Precedent to Contract Award**

#### **5.2.3.1 Education and Experience**

##### **5.2.3.1.1 SACC Manual clause [A3010T](#) (2010-08-16) Education and Experience**

Solicitation No. - N° de l'invitation  
W0142-19X032/C  
Client Ref. No. - N° de réf. du client  
W0142-19X032

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

Buyer ID - Id de l'acheteur  
stn205  
CCC No./N° CCC - FMS No./N° VME

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## **PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS**

### **6.1 Insurance Requirements**

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex C.

If the information is not provided in the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

## **PART 7 - RESULTING CONTRACT CLAUSES**

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

### **7.1 Statement of Work**

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

#### **7.1.2 Task Authorization**

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

##### **7.1.2.1 Task Authorization Process**

1. The G4 Procurement Staff with Delegated Authority will provide the Contractor with a description of the task using the "DND 626, Task Authorization Form" specified in Annex D
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis (bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the CFB Suffield G4 Procurement Staff with Delegated Authority within seven (7) calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the CFB Suffield G4 Procurement Staff with Delegated Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

##### **7.1.2.2 Task Authorization Limit**

The CFB Suffield G4 Procurement Staff with Delegated Authority may authorize individual task authorizations up to a limit of **\$100,000.00** Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the *Contracting Authority* before issuance.

##### **7.1.2.3 Canada's Obligation - Portion of the Work - Task Authorizations**

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

##### **7.1.2.4 Periodic Usage Reports - Contracts with Task Authorizations**

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

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The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31; and

4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 20 calendar days after the end of the reporting period.

### **Reporting Requirement- Details**

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

#### **For each authorized task:**

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

#### **For all authorized tasks:**

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

### **7.1.2.5 Task Authorization - Department of National Defence**

The administration of the Task Authorization process will be carried out by CFB Suffield G4 Procurement Staff with Delegated Authority. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

## **7.2 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.

## 7.2.1 General Conditions

2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

## 7.3 Security Requirements

7.3.1 There is no security requirement applicable to the Contract.

## 7.4 Term of Contract

### 7.4.1 Period of the Contract

The period of the Contract is from **date of contract award** for a **two year** period, inclusive.

## 7.5 Authorities

### 7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Nancy Baessler  
Title: Procurement Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Western Region  
Address: 101 22<sup>nd</sup> Street East, Suite 101  
Saskatoon, SK S7K 0E1  
Telephone: 306-241-2826  
Facsimile: 306-975-5397  
E-mail address: Nancy.Baessler@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.

### 7.5.2 Procurement Authority

The Procurement Authority for the Contract is:

*\*\* To be determined*

The Procurement 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 Procurement Authority; however, the Procurement 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.

### 7.5.3 Technical Authority

The Technical Authority for the Contract is:

*\*\* To be determined*

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.

### 7.5.4 Contractor's Representative (To be completed by bidder)

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_

Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_

E-mail address: \_\_\_\_\_

### 7.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

### 7.7 Payment

#### 7.7.1 Basis of Payment – Firm Unit Price(s)

Basis of Payment Firm Unit Price applies to the following item in Annex B Basis of Payment:

#### 8. Reports and Administration

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the Firm Unit Price(s), as specified in the Basis of Payment of Annex B. Customs duties 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.

### **7.7.2 Basis of Payment - Task Authorization**

Basis of Payment Task Authorization applies to the following items in Annex B Basis of Payment:

1. Labor
2. Repair
3. Transportation
4. Material and Replacement Parts
5. Shop Supplies
6. Technical / Repair Specifications
7. Meeting Attendance
9. Packaging

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization, the Contractor will be paid the Firm Unit Price(s), as specified in the Basis of Payment of Annex B. Customs duties included and Applicable Taxes are extra.

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

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.

### **7.7.3 Limitation of Expenditure - Task Authorizations**

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

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA 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.

### **7.7.4 Limitation of Expenditure - Cumulative Total of all Task Authorizations**

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of **\$TBD**. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - a. when it is 75 percent committed, or
  - b. four (4) months before the contract expiry date, or

- 
- c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### **7.7.5 Method of Payment**

#### **7.7.5.1 Single Payment**

Single Payment applies to the following items in Annex B, Basis of Payment

1. Labor
2. Repair
3. Transportation
4. Material and Replacement Parts
5. Shop Supplies
6. Technical / Repair Specifications
7. Meeting Attendance
9. Packaging

SACC Manual Clause H1000C (2008-05-12), Single Payment

#### **7.7.5.2 Monthly Payment**

Monthly Payment applies to the following items in Annex B, Basis of Payment

8. Reports and Administration

SACC Manual Clause H1008C (2008-05-12), Monthly Payment

### **7.7.6 SACC Manual Clauses**

A9117C (2007-11-30), T1204 – Direct Request by Customer Department  
C2000C (2007-11-30), Taxes – Foreign-based Contractor

#### **7.7.7 Discretionary Audit**

SACC Manual Clause C0705C (2010-01-11), Discretionary Audit

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

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

- a. *To be determined*

#### **7.7.9 Time Verification**

C0711C (2008-05-12), Time Verification

## 7.8 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.

Each invoice must be supported by:

- a. a copy of the release document and any other documents as specified in the Contract;
2. Invoices must be distributed as follows:
    - a. Submit (1) electronically to [invoices@forces.gc.ca](mailto:invoices@forces.gc.ca) OR mail (1) to:

Canadian Forces Base Suffield  
Base Comptroller, Invoice Accounts  
PO Box 6000, Stn Main  
Medicine Hat, Alberta, Canada T1A 8K8

- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## 7.9 Certifications and Additional Information

### 7.9.1 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.

### 7.9.2 SACC Manual Clauses

A3060C (2008-05-12) Canadian Content Certification

A9068C (2010-01-11) Government Site Regulations

D5510C (2017-08-17), Quality assurance authority (Department of National Defence): Canadian-based contractor

D5515C (2010-01-11), Quality Assurance Authority (Department of National Defence): Foreign-based and United States Contractor

D5540C (2019-05-30), ISO 9001:2015 Quality Management Systems – Requirements (Quality Assurance Code Q)

D5604C (2008-12-12), Release Documents (Department of National Defence) - Foreign-based Contractor

D5605C (2010-01-11), Release Documents (Department of National Defence) - United States-based Contractor

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D5606C (2017-11-28), Release documents (Department of National Defence): Canadian-based contractor

### **7.9.3 Quality Plan (Revised for Implementation)**

No later than 90 days after the effective date of the Contract, the Contractor must submit for acceptance by the Department of National Defence (DND) a Quality Plan prepared according to the latest issue (at contract date) of *ISO 10005:2005 "Quality management systems - Guidelines for quality plans"*. The Quality Plan must describe how the Contractor will conform to the specified quality requirements of the Contract and specify how the required quality activities are to be carried out, including quality assurance of subcontractors. The Contractor must include a traceability matrix from the elements of the specified quality requirements to the corresponding paragraphs in the Quality Plan.

The documents referenced in the Quality Plan must be made available when requested by Public Works and Government Services Canada or DND.

If the Quality Plan was submitted as part of the bidding process, the Contractor must review and, where appropriate, revise the submitted plan to reflect any changes in requirements or planning which may have occurred as a result of pre-contract negotiations.

Upon acceptance of the Quality Plan by DND, the Contractor must implement the Quality Plan. The Contractor must make appropriate amendments to the Quality Plan throughout the term of the contract to reflect current and planned quality activities. Amendments to the Quality Plan must be acceptable to DND.

If the Contract includes the option for software design, development or maintenance of software, the Contractor must interpret the requirements of *ISO 9001:2015 "Quality management systems - Requirements"*, according to the guidelines of the latest issue (at contract date) of *ISO/IEC 90003:2004 "Software engineering - Guidelines for the application of ISO 9001:2000 to computer software"*.

### **7.9.4 Release Documents – Distribution**

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- a. One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- b. Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- c. One (1) copy to the Contracting Authority;
- d. One (1) copy to:

*National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A 0K2  
Attention: \_\_\_\_\_*

- e. One (1) copy to the Quality Assurance Representative;
- f. One (1) copy to the Contractor; and
- g. For all non-Canadian contractors, one (1) copy to:

*DQA/Contract Administration  
National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A 0K2*

E-mail: [ContractAdmin.DQA@forces.gc.ca](mailto:ContractAdmin.DQA@forces.gc.ca)

### 7.10 Applicable Laws

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

### 7.11 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 2035 (2018-06-21) General Conditions, Higher Complexity- Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Insurance Requirement;
- (f) the signed Task Authorizations (including all of its annexes, if any);
- (g) the Contractor's bid dated \_\_\_\_\_

### 7.12 Defence Contract

SACC *Manual* clause [A9006C](#) (2012-07-16) Defence Contract

### 7.13 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex C. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

**ANNEX "A"**

**STATEMENT OF WORK**

For the purposes of this procurement, Canada is acting as AGENT for the British Army Training Unit Suffield in accordance with the "Agreement Between the Government of Canada and The Government of The United Kingdom of Great Britain and Northern Ireland on British Armed Forces' Training in Canada" and the "Memorandum of Understanding Between The Department of National Defence of Canada and The Ministry of Defence of the United Kingdom of Great Britain and Northern Ireland Concerning British Armed Forces Training at Canadian Forces Base Suffield (the "MOU")."

**1. DRS Canada – Miscellaneous Engineering Definitions List**

<b>Service</b>	<b>Abbreviation</b>	<b>Definition</b>
1	105 Sqn	Store Section 105 Squadron
2	BER	Beyond Economical Repair
3	BG	Battle-Groups
4	BATUS	British Army Training Unit at Suffield
5	BATUS SO2 ES	Staff Officer Grade 2 Equipment Support BATUS HQ
6	CFB	Canadian Forces Base
7	CofC	Certificate of Conformity
8	CEI	Contract Embodiment Item
9	CSI	Contract Support Item
10	CWA	Contract Work Arising
11	CWI	Contract Work Item
12	DMC	Domestic Management Code
13	DROPS	Demountable Rack Offload and Pickup System
14	DRS	Direct Repair Scheme
15	FR	Flat Rack
16	IPR	Intellectual Property Rights
17	ISPM	International Standards for Phytosanitary Measures
18	MHE	Materials Handling Equipment
19	MOD	Ministry of Defence
20	MPC	Material Priority Code
21	NATO	North Atlantic Treaty Organization
22	NSN	NATO Stock Number
23	NSR	New Stores Reject
24	OEM	Original Equipment Manufactured
25	PPQ	Primary Packaging Quantity
26	PSA	Public Store Account
27	PSPC	Public Services and Procurement Canada
28	QM Tech	Quartermaster Technical Department
29	SOW	Statement of Work
30	SPC	Special Protective Container
31	STTE	Special Jigs, Tools and Test Equipment
32	TA	Task Authorization
33	UK	United Kingdom

## 2. DRS CANADA – MISCELLANEOUS ENGINEERING DEFINITIONS

2.1 In the SOW the following words and expressions shall have the meanings given to them, except where the context requires a different meaning:

- a. 'Articles' means all items which the Contractor is required under the Contract to conduct work on;
- b. 'Concessions' means permission to use, embody (incorporate a product into an equipment, system or platform), deliver, or release a product that does not conform in full to contract requirements.
- c. 'Contract Work Item' (CWI) is an item of materiel being worked on in accordance with the Contract. It is an item of materiel temporarily issued to the Contractor, without charge and for a specified period, typically for the purpose of undergoing repair, refurbishment, maintenance, servicing, modification, or for the purposes of undergoing inspection, and which is subject to physical return in a specified condition.
- d. 'Contract Support Item' (CSI) is an item of materiel or capital spare, provided to support work on a CWI in accordance with the Contract. It is an item of materiel provided to the Contractor for a particular purpose and specified period, with or without charge, which is subject to return in the same condition as issued, fair wear and tear accepted, or is replaced with an identical item as new. All STC cases and containers must be recorded in the PSA as CSI. The cases and containers should be stored in a secure area pending their re-use or return to MOD.
- e. 'Contract Embodiment Item' (CEI) is an item of materiel embodied in a CWI in accordance with the Contract. It is an item of materiel provided to the Contractor, without charge, for incorporation into an asset under manufacture, repair, refurbishment, maintenance, or servicing. Items may be issued as new acquisitions or from existing inventory holdings.
- f. 'Contract Work Arising' (CWA) is an item of materiel removed from a CWI in accordance with the Contract for incorporation into another item of materiel, or for retention as a fixed asset or stock item.
- g. 'Special Jigs, Tools' (STTE) are special jigs, tools, patterns, moulds, dies, manufacturing gauges and test equipment, together with any associated fixtures, fittings and software, necessary for the manufacture of the Articles or for the performance of any other work, which are not tools of the trade, as used by the Contractor in the performance of the Contract.
- h. 'Holding Unit' means Stores Section 105 Squadron and Quartermaster Technical Department at BATUS where Articles shall be collected from and delivered to.
- i. 'Materiel' is a generic term meaning equipment (including fixed assets), stores, supplies and spares.
- j. 'Primary Packaging Quantity' means the quantity of an item of materiel selected as being the most suitable for packaging.

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## 1. Objective.

- 1.1 This Statement of Work (SOW) is to initiate a Task Authorization (TA) contract for the repair, servicing and manufacturing of Miscellaneous Engineering related Articles used by British Army Training Unit Suffield (BATUS) in the repair and maintenance of British military platforms and equipment holdings at Canadian Forces Base (CFB) Suffield. The Direct Repair Scheme (DRS) Canada Miscellaneous Engineering TA will promote the expedient repair of the equipment, whilst reducing the strain on the United Kingdom (UK) supply system, air bridge and BATUS staff at CFB Suffield.

## 2. Background.

- 2.1 The principal task of BATUS is to plan and deliver up to four (4) exercises per year for British Army armoured, and armoured infantry Battle-Groups (BG) to train to UK MOD-mandated collective level standards. Each exercise consists of a period of live fire training followed by a period of Tactical Engagement System training against an opposing force and are conducted in a harsh environment on demanding terrain lasting up to thirty-eight (38) days per exercise.
- 2.2 This training places high demands on the British military vehicle training fleet, which requires high levels of maintenance and repair resulting from normal wear and tear, or damage sustained through road traffic incidents. Maintenance and repair of the platforms and equipment is conducted by a military workshop manned by both British military personnel and locally employed civilians.
- 2.3 This Contract will be used to ensure the British military's miscellaneous engineering related stock is available to use in the maintenance and repair of the BATUS vehicle training fleet and its associated related ancillaries and sub-assemblies. The known Miscellaneous Engineering related Articles required for work under this SOW are listed at Appendix 1. There is scope for additional Miscellaneous Engineering related Articles to be repaired, serviced and manufactured, which shall be identified on an as needed basis.

## 3. Training / Repair Periods

- 3.1 There are two periods in the BATUS calendar:
- i. Period One (1) Training: 1 March - 31 October;
  - ii. Period Two (2) Repair: 1 November – 28 / 29 February.
- 3.2 The DRS – Miscellaneous Engineering contract will be utilized all year. The exception to this may be the Christmas stand-down period (historically fifteen (15) days). Stand down periods will be confirmed by BATUS SO2 ES as part of the BATUS training calendar on an annual basis.
- 3.3 Dates of Periods may be subject to change. The Technical Authority shall inform the Contractor of any change to the dates of Periods, providing sufficient notice to allow the Contractor to maintain delivery of the Contract accordingly.

## 4. Response Times.

- 4.1 The Contractor must complete the work and deliver the Articles back to the relevant holding Unit at BATUS within twenty-eight (28) calendar days from date of collection unless otherwise requested by BATUS SO2 ES or their designated substitute.

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## 5. Tasks

- 5.1** The Contractor must repair, service and certify the Miscellaneous Engineering Articles listed at Appendix 1, but shall not be limited to those listed at Appendix 1.
- 5.2** Where an Article that is not listed at Appendix 1 has been submitted for work, consideration shall be given by the Technical Authority to add the Article to the Contract at Appendix 1, subject to a Contract Amendment. A review of Articles on Contract shall be conducted as and when required by the Technical Authority.
- 5.3** The miscellaneous contract covers a variety of tasks that fall outside of the scope of other contracts. The work required is varied and described in the following categories below.
- 5.4 Flat Racks.** The British Army in Canada have approximately 112 Flatracks (FR) in use. The FR is a flatbed structure that is used to transport materials on pallets and in ISO containers. The FR is designed to be used by a vehicle equipped with a hook arm loader, enabling stores to be quickly moved around the training area. The FR weighs approximately 1500 Kg and can carry loads up to 15,000 Kg. It consists of a steel frame with twist locks, a hook assembly and a load bed manufactured from wooden planks.
- 5.5** The FR are used extensively throughout the training season and require scheduled maintenance and routine repairs to ensure they remain fit for use. Typical service tasks include greasing and lubrication of the ISO twist locks and hook assembly. Typical repair tasks include the replacement of damaged wooden planks (oak or mahogany), welding of the steel frame and surface painting to prevent corrosion. It is expected that the contractor will clean, service and inspect the FR before completing any repairs that have been identified. An exploded view of the Flat rack can be found at Appendix 2.
- 5.6 Land Rover Suspension Components.** The British Army in Canada operate approximately 170 Land Rover Defender vehicles. The Land Rovers are predominantly used off road which results in premature deterioration of the bushes located in the suspension components. Typical suspension components include link arms, radius arms and alignment rods. The contractor will be expected to inspect, refurbish components by using a hydraulic press to replace the bushes, Metalastic bushes and return in 'as new' condition. Examples of these can be seen at Appendix 3.
- 5.7 Operational Field Catering System (OFCS) Burners.** The British Army uses these cooksets for operations, exercises and training under all environmental and climatic conditions. OFCS is a modular catering system, which complies with the NATO Single Fuels Policy is and designed to provide food storage, preparation, cooking, sanitation, servery and presentation facilities. The system was designed for use at the single module level to cater for up to 40 people, with a full system catering for up to 160 people. Each system has a planned usage of 2000 hours per annum. BATUS operate 12 of these systems.
- 5.8** The chaises and exhausts of these systems are inspected by BATUS themselves, the contractor is required to inspect the burners as these are pressurized fuel containers. The maintenance schedule for these will be provided on contract award. An example of the OFCS can be found at Appendix 4.
- 5.9 Cooksets – No 12.** BATUS hold approximately 400 diesel cooksets that are issues as part of the Complete Equipment Schedule (CES) for a vehicle that deploys on the Prairie. They are used by the exercising troops to heat water and to cook meals. The contractor is expected to clean, inspect and repair these cooksets.

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- 5.10 Challenger 2 Main Battle Tank Evaporator.** The Crew Temperature Control System (CTCS) provides cooled, heated or unconditioned air to each crew member to assist in sustaining a habitable environment when the vehicle is operating in a variety of ambient conditions. An air conditioning system, controlled by the driver, provides forced air to all crew stations.
- 5.11** The system is electronically controlled by switches on the Driver's Instrument Panel (DIP). The CTCS comprises a compressor/motor unit, by-pass valve, condenser manifold, condenser, liquid receiver and an evaporator. These constituent components of the refrigeration circuit are connected by a series of insulated pipes incorporating self-sealing couplings for assembly, removal and isolation purposes and rigid pipe connectors incorporating internal sealing rings.
- 5.12** The evaporator is of sheet metal construction, the complete assembly is mounted on the driver's RH rear bulkhead. The framework is fitted with two lifting points; anti-vibration dampers provide protection against any vehicle structure borne vibration.
- 5.13** The common point of failure with the evaporator is the two speed centrifugal fan, however other faults do occur. The contractor will be expected to repair, renew and test this item. More details of this can be found at Appendix 5.
- 5.14 Warrior and Bulldog Armoured Fighting Vehicle Top Rollers.** On these tracked vehicles there are two guide rollers that are bolted to the side of the hull to keep the track on the vehicle. The brackets supporting the rear rollers differ from those supporting the front by being off-set, one to the left and the other to the right, to provide a top anchorage for the rear shock absorbers. Each roller hub is mounted on a spindle, which is an interference fit in the bracket.
- 5.15** It would be expected that the contractor would strip, inspect and refurbish the top rollers by replacing worn components including new bearings (2 & 5) oil seal (6) and rubber tyred rollers when required (3) and return the item in an 'as new' condition. More details for the Bulldog Top roller, including the exploded view of the Article, can be found at Appendix 6.
- 5.16 Warrior Armoured Fighting Vehicle Driver's Seat** – The Warrior tracked armoured fighting vehicle has a driver located at the front of the vehicle. The driver's seat is bolted to the compartment floor, and can be adjusted for use in either the 'head up' driving position, or the 'closed down' driving position with the driver using the day periscope or night sight. A full range of adjustments for seat forward and backward position, height, back, shoulder and neck rest angles are incorporated, and the complete seat back assembly can be laid flat to permit emergency exit into the vehicle rear. The seat is fitted with a full inertia reel safety harness, and emergency release controls to aid driver casualty evacuation.
- 5.17** The seat is deemed to be a safety critical item as the driver must always be able to control the vehicle, failure of the seat could lead to a loss of control of the vehicle.
- 5.18** Most common faults are with the seat raising mechanism, upholstery of the seat squab and back rest. The contractor is expected to inspect the seats, identify the failure, but will ONLY repair the upholstery, replace any broken bolts, nuts or washers and conduct basic repairs as necessary. The contractor must not repair any failures on the frame of the seat as these are not covered by the vehicle safety case. Any failures on the seat frame will deem the seat unrepairable and must be returned to BATUS. More details, including the exploded view of the Article, can be found at Appendix 7.
- 5.19 Bulldog Armoured Fighting Vehicle Driver's Seat** - The Bulldog tracked armoured fighting vehicle has a driver located at the front of the vehicle. The driver's seat is bolted to the

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compartment floor and can be adjusted for use in either the 'head up' driving position, or the 'closed down' driving position with the driver using the day periscope or night sight. A full range of adjustments for seat forward and backward position, height, back, shoulder are incorporated, and the complete seat back assembly can be laid flat to permit emergency exit into the vehicle rear.

- 5.20** The seat is deemed to be a safety critical item as the driver must always be able to control the vehicle, failure of the seat could lead to a loss of control of the vehicle.
- 5.21** There are several points of failure on the Bulldog driver's seat. It is expected that the contractor would conduct structural repairs to the frame, mounting brackets and foot rests. Furthermore, repair / replace adjustable items such as height adjusting mechanism, trigger plate, springs and fore & aft adjustment mechanisms. The contractor would also be expected to re-upholster the seat squab and back squab. More details, including the exploded view of the Article, can be found at Appendix 8.
- 5.22 CV 12 Cooling Fans** – The CV12 powerpack has three cooling fans that are driven by a shaft at the rear of the engine to draw air to cool the engine. These fans are manufacturer to a high tolerance as they operate at speeds in excess of 5000 RPM. The fans are connected via a spigot and belt assembly that has to be adjusted precisely due to the high tolerances of the fan, the fans themselves also have to be balanced as imbalances cause the fan assemblies to self-destruct under load.
- 5.23** The main failure points of the fans are the bearings and damage caused to the fins of the fan which lead to imbalances. The contractor is required to inspect, repair, test and renew this item to a 'as new' condition. Photos of a fan before and after repair can be found at Appendix 9.
- 5.24 The Lightweight Field Generator (LFG).** The Lightweight Field Generator (LFG) provides a portable source of 230/110 VAC and 28 VDC power with a 2kW continuous output. The LFG is powered by a small diesel engine and is capable of running on Dieso (F54) or AVTUR (F34). The LFG is housed in a tubular steel frame, with a sound attenuating cover covering the engine, and a sheet aluminium box housing the inverters, rectifiers and control system. Instrumentation is provided for AC Voltage, DC Voltage, Total Percentage Load and Hours Run. Warnings are provided for low oil and earth fault. Starting is by either a recoil (rope) starter or by an integral electric starter motor powered from an external source. The output is produced from a permanent magnet generator, with an inverter and regulator to give 230 VAC, 110 VAC and 28 VDC outputs, all outputs feature MCB over-current protection, and the ac outputs feature 30 mA earth leakage protection.
- 5.24.1 The Contractor is required to inspect the LFG IAW the maintenance schedule which will be provided on contract award. Additionally, they will be expected to conduct General Service and Repairs which may include damage to frame and body and electrical components, engine fault diagnosis, strip and rectification.
- 5.25 Field Water Heater (FWH).** Transportable in modular form, the Field Water Heater (FWH) system is designed to provide the capability to heat to boiling point and then safely store water for use by non-specialist infantry soldiers for personal hygiene; general sanitation; laundry and Operational Ration Pack (ORP) preparation. The FWH system has the capacity to boil 60 litres of water in approximately one hour. The water boiler module is housed on top of a burner module that houses an integral fuel tank of five litres, utilising diesel, kerosene or AVTUR fuels. The fuel tank will power the FWH for approximately six hours on a single filling. 'Hot' refuelling is possible, if required, whilst the unit is operating.

5.25.1 The Contractor is required to clean and inspect the FWH IAW the maintenance schedule which will be provided on contract award. Additionally, they will be expected to conduct Service and Repairs to the unit which may include; rectification of leaks, repairs to the body and hinges and burner unit and fuel tank.

**5.26 Boiling Vessel (BV) – Heater, Water and Ration.** The BV is a portable 24V water heater fitted in various vehicle platforms. The heating element is powered directly from the host vehicle 24v Generator/Alternator allowing soldiers to have access to hot water for preparing rations and personal hygiene. The Heater unit utilises a tap to allow water to be poured and has a sealed lid to prevent spillage when the vehicle is in motion. Two marks of BV are in service however the design of the unit is the same.

5.26.1 The Contractor is required to clean and inspect the BV and conduct repairs to the heating element, electrical connections, body and tap assembly.

**5.27 Miscellaneous Engineering** – Due to the nature of how BATUS operates there will be occasion when a variety of engineering tasks will be required to be completed that fall outside of the scope of other contracts, and the Articles categorized in this contract. There is a requirement for a general engineering category that would allow small to medium size Articles that require minor work to be carried out to repair them. This will allow Articles to be repaired quickly without recategorizing the new Article.

## 6. Collection and Delivery

**6.1** Articles will need to be collected and delivered back to the Holding Units at BATUS up to weekly as requested by BATUS SO2 ES or their designated substitute.

**6.2** The Contractor should be aware that escorted access will be required from CFB Suffield personnel whilst on CFB Suffield premises. The Contractor must collect and deliver Articles for work with days and timings to be mutually agreed between BATUS SO2 ES or their designated substitute.

**6.3** Deliveries and collections of Articles must be made at the same time, utilizing the same transportation. The Contractor shall not make any additional deliveries outside the scheduled collection frequencies without approval from BATUS SO2 ES or their designated substitute. This shall include where a second vehicle is required during a scheduled delivery.

**6.4** There may be occasions where Material Handling Equipment (MHE) is required to move an Article. If an Article requires MHE, the MHE shall be provided by BATUS at the holding Unit location only.

**6.5** The Contractor must acknowledge receipt of each Article at the point of collection from BATUS by signing MOD Issue Vouchers and a Freight Movement Note issued by the BATUS Desk Clerks in 105 Sqn and QM Tech. The Contractor shall be informed of the work required for the Article at the point of collection from BATUS using a MOD Form 2289 (Appendix 2).

**6.6** The risk of loss or damage to the Articles shall be with the Contractor from collection until delivery. Unless otherwise agreed, delivery of Articles will occur when BATUS, or a representative of the Technical Authority receipt the Articles back on to MOD Accounts.

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## 7. Inspection and Strip and Survey Report

- 7.1** The Contractor must notify the Technical Authority of any discrepancies with the collected Article by completing and submitting a Discrepancy Report (Appendix 12) to the Technical Authority. Where there is a discrepancy with the Article the Contractor must await further instruction from BATUS SO2 ES, or their designated substitute, before conducting any work or returning the Article to BATUS.

## 8. Use of Subcontractors

- 8.1** Bidders must provide details of any proposed subcontractors or any plan to carry out any portion of the work to be performed outside the company's premises.

## 9. Beyond Economical Repair (BER)

- 9.1** If, during a Strip and Survey inspection of an Article, the Contractor considers that the Article is Beyond Economical Repair (BER) the Contractor must immediately cease work on the Article.
- 9.2** The Contractor must submit an "Application to Dispose of BER Equipment" (Appendix 11) to the Technical Authority for approval and provide a fully priced estimate of all associated costs to repair the Article in support of this. The fully priced estimate must be submitted at the Strip and Survey stage, before any repair work on the Article has commenced, and must not be a result of back stripping or cannibalization.
- 9.3** Where the Technical Authority has agreed that an Article is BER the Contractor shall return the Article. It will then be decided by the Technical Authority whether the Article can be given to the contractor to salvage parts from it where the parts are either serviceable or repairable parts are recoverable and such action is economical. The Contractor must use such parts in the repair of other Articles under the Contract. The Contractor, under such circumstances, must submit an invoice for the recovery of inspection and examination costs that are deemed to be fair and reasonable by the Technical Authority, using the labor rate agreed as part of the Contract. Should the Technical Authority declare that an Article is not BER, the Contractor must proceed with the repair.

## 10. Identification

- 10.1** The Contractor must attach an identification label to the repaired Article, indicating that it has been subject to repair, service or manufacture, which must list the following information:
- a. Repaired for Ministry of Defence (MOD) under DRS;
  - b. Technical Authority's Unique DRS Job Number (from MOD Form 2289);
  - c. Date of repair, service or manufacture respectively.

## 11. Testing

- 11.1** The Contractor shall subject the repaired Article to suitable static and dynamic testing and acceptance in accordance with the relevant Army Engineering Support Publication (AESP), which shall be provided by the Technical Authority where available. Where there is no AESP available, the Contractor shall recommend suitable testing and acceptance specification for that Article. That testing, and acceptance specification will be subject to approval from the Technical Authority (UK MOD) before work on that Article can be conducted.

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**11.2** The Contractor shall be responsible for ensuring that all test equipment is maintained and calibrated to an appropriate standard.

## **12. Deliverables**

### **12.1 Repair Specifications**

- 12.1.1** Where there is no technical Repair Specification for an Article, or the Technical Authority cannot provide the relevant technical information, the Contractor upon request will provide an estimate for the number of hours required to produce a technical repair specification for that Article. The Technical Authority shall confirm the categories of information required for the Repair Specification at the time of request as per the Article.
- 12.1.2** The Technical Authority shall have access to all Repair Specifications upon request and shall retain ownership of all Repair Specifications upon Contract termination or completion.
- 12.1.3** The repair specification instruction must be suitably prescriptive to enable any suitably qualified experienced person (SQEP) to replicate such a repair.

### **12.2 Risk Management**

- 12.2.1** The Contractor shall provide a copy of their organizational Risk Management Strategy, Plan and / or Procedures as appropriate to the Technical Authority detailing how risks, issues and opportunities will be identified, recorded, and managed to mitigate risks and issues or deliver opportunities.

### **12.3 Meetings**

- 12.3.1** The Contractor must attend Contract Review Meetings as and when required to formally review the performance of the Contract. These meetings shall be chaired by the Technical Authority, and the Project Authority and/or Contracting Authority may also attend. These meetings shall be held at a mutually agreed upon location. The Contractor must ensure appropriate representation is provided at these meetings to enable discussion of all items on the agenda, which shall include, but not be limited to:
- a. Compliance against Turnaround Times
  - b. Stock Level
  - c. Demands and Receipt Activity
  - d. Contract Articles and Repair Hours
  - e. Risks, Issues and Opportunities
  - f. Non-Conforming Receipts
  - g. New Stores Rejects (NSR)

### **12.4 Reports**

- 12.4.1** The Contractor must provide a Contract Performance Report to the Technical Authority, ten (10) working days prior to the Contract Performance meetings. The Contract Performance Report shall include data on, but not limited to, each agenda item to be discussed at the next Contract Performance Review Meeting.
- 12.4.2** The Contractor must provide a report to BATUS SO2 ES, or their nominated representative, on a weekly basis identifying where variances to the delivery dates of

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Articles are expected. Where there are no expected variances to the delivery dates of Articles, such a report does not need to be submitted. The report shall identify as a minimum:

- a. The expected new delivery date of an Article;
- b. Explanation for the variance in delivery date;
- c. Mitigating actions being taken by the Contractor to meet the new delivery date.

**12.4.3** Where there are no expected variances to the delivery dates of Articles, such report does not need to be submitted.

### **13. Constraints**

#### **13.1 Quality Assurance**

**13.1.1** A Government Quality Assurance Representative (GQAR) shall conduct a site visit to confirm adherence to the QMP provided. The Contractor must maintain compliance with this for the duration of the Contract.

**13.1.2** The Contractor must ensure all repairs are certified by a suitably qualified and experienced person (SQEP); certifications of any SQEP must be provided to the Technical Authority upon request.

#### **13.2. Concessions**

**13.2.1** The Contractor is required to deliver Articles that comply in full with the Contract requirements. Exceptionally, however, there may be circumstances when it is to the Technical Authority's benefit to accept the delivery or use of products that do not conform to Contract requirements (e.g. urgent operational commitments). The Technical Authority will only consider the acceptance of a non-conforming Article where there is clear and demonstrable benefit to the UK MOD.

#### **13.3 Parts**

**13.3.1** BATUS has on hand some of the parts required to repair the Articles listed in Appendix 1 of Annex A. The Contractor shall utilize these repair parts when such parts are required.

**13.3.2** The Contractor must utilise Original Equipment Manufactured (OEM) parts supplied by BATUS for all repairs, unless otherwise approved in writing by the Technical Authority. Where parts cannot be obtained from BATUS the Contractor must be responsible for the procurement of the required OEM parts.

**13.3.3** If the contractor is unable to source OEM spares they must provide a Certificate of Conformity (CofC), in accordance with the QMP, for all replacement parts procured by the Contractor. One copy of the CofC must be sent to the Technical Authority for approval before fitting and must include the following information:

- a. Contractor's name and address;
- b. Contractor's unique CofC reference number;
- c. Contract number;
- d. Details of any approved concessions;
- e. Acquirer name and organisation;

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- f. Delivery address;
  - g. Description of Article including part number, specification and configuration status;
  - h. Identification marks, batch and serial number(s) in accordance with the specification;
  - i. Quantities;
  - j. A signed and dated statement by the Contractor that Articles provided comply with the requirements of the Contract, and approved concessions;
  - k. Exceptions or additions to the above are to be documented.

**13.3.4** The Contractor must demonstrate traceability and design provenance through the supply chain and must include in any relevant sub-contract the requirement for the information called for within the CofC. The Contractor must ensure that this information is provided to the Technical Authority.

**13.3.5** All procured parts must meet or exceed the OEM specification where this is available, and must be purchased from competent suppliers.

**13.3.6** Procurement of spare parts which exceed \$500.00 authorization from the technical Authority shall be obtained.

**13.3.7** The following items are to be considered as mandatory 100% replacement components, regardless of their condition:

- a. Seals, 'O' rings and gaskets;
- b. Throw away locking devices, tab washers, nyloc nuts, split pins, retaining rings and locking wire;
- c. All flexible hoses;
- d. 'P' clips;
- e. Screws, nuts, bolts and spacers;
- f. Shelf-life items.

#### **13.4 Safety**

**13.4.1** The Contractor must immediately report any MOD equipment related failures or incidents that affect safety to the Technical Authority.

#### **13.5 Consignment and Packaging**

**13.5.1.** BATUS must provide all Articles to the Contractor for repair with the appropriate packaging where available. The Contractor must confirm during collection that the Article is contained within the appropriate packaging for transit. All crates and specialized wooden original packaging must be returned with the repaired Article.

**13.5.2** In the event the packaging is damaged or deficient, the Contractor must collect the Article in the current packaging and must be responsible for providing Commercial Packaging when the repaired Article is delivered back to the relevant BATUS Holding Unit. The Contractor shall be reimbursed for providing appropriate Commercial Packaging and shall return the original, damaged packaging to BATUS.

**13.5.3** The Contractor must provide commercial packaging to provide ease of handling, ensures delivery of the Article in an undamaged and serviceable condition to BATUS, and is labelled to ensure the contents can be identified without need to breach the package.

- 13.5.4** The Contractor must mark or label an external surface of each package with the following information;
- i. Date of repair, service or remanufacture;
  - ii. Description of the Article(s);
  - iii. The full thirteen (13) digit NATO Stock Number (NSN) and Manufacturer's Part Number (if applicable);
  - iv. The quantity;
  - v. Contract Number and 2289 Form Control Number;
  - vi. Shelf life of Article(s) where applicable;
  - vii. Any statutory hazard markings and handling markings including the mass of any package which exceeds 3kg gross;

**13.5.5** Where there is a failure of suitable Commercial Packaging provided by the Contractor, and this is attributed to the Contractor, then the Contractor shall be liable for the cost of replacing the packaging.

**13.5.6** In the event that the wooden containers are damaged and requiring repair the Contractor shall provide BATUS with a quote for the inspection, repair and/or repaint of reusable metal or wooden containers. For Containers beyond repair, the Contractor shall ascertain whether a replacement is available from DND. If no replacement is available, the Contractor shall provide a proposal for a replacement and obtain written approval from the Technical Authority. If approved, it will become a charge against the contract at the approved rate.

### **13.6 Warranty**

**13.6.1** The Contractor must warrant that each repair or exchanged Article is fit for purpose and must provide a twelve (12) month warranty.

**13.6.2** Warranty shall include work found to be unsatisfactory due to faulty workmanship or materials. The cost of rectification, including transport to and from BATUS, and the costs of any spare parts must be borne by the Contractor. The Technical Authority shall pay fair and reasonable prices for any transportation and work carried out by the Contractor to ascertain the cause of the fault where it is subsequently agreed the fault is not attributable to the Contractor. The Contractor should undertake a root cause analysis of the fault which will be reviewed as part of a Contract Review Meeting under NSR.

### **13.7 Special Jigs, Tooling and Test Equipment**

**13.7.1** The Contractor, after consultation with the Technical Authority, shall provide all "Special Jigs, Tools etc.", meaning jigs, tools, patterns moulds, dies, manufacturing gauges and test equipment, together with any associated fixtures, fittings and software, necessary for the repair of the Articles, or for the performance of any other work in accordance with this Contract by Contract start date.

### **13.8 Redundant Materiel**

**13.8.1** All Redundant Materiel resulting from work carried out for the purposes of the Contract, which have been provided by the Technical Authority under the Contract, or which is otherwise owned by the Technical Authority, must be returned at contract expiry.

### **13.9 Record Retention**

- 13.9.1** The Contractor, and its sub-contractors, must maintain all records in connection with this SOW and make them available to the Technical Authority when requested on reasonable notice. The Contractor must retain all records, including inspection and test records for all Articles, for a period of at least six (6) years from the:
- a. End of the Contract term;
  - b. Termination of the Contract; or
  - c. Final payment, whichever occurs latest.

### **14. Acceptance and Invoicing**

- 14.1** The Contractor must provide a detailed breakdown of all parts, labour, materials, supplies, packaging and narrative of what work was carried out on the invoice for each Article. Where applicable and requested, written certification must be provided to support any inspections performed by the Contractor where Departmental, Provincial or National standards are required.

**APPENDIX 1 to ANNEX A – MISCELLANOUS ENGINEERING ARTICLES**

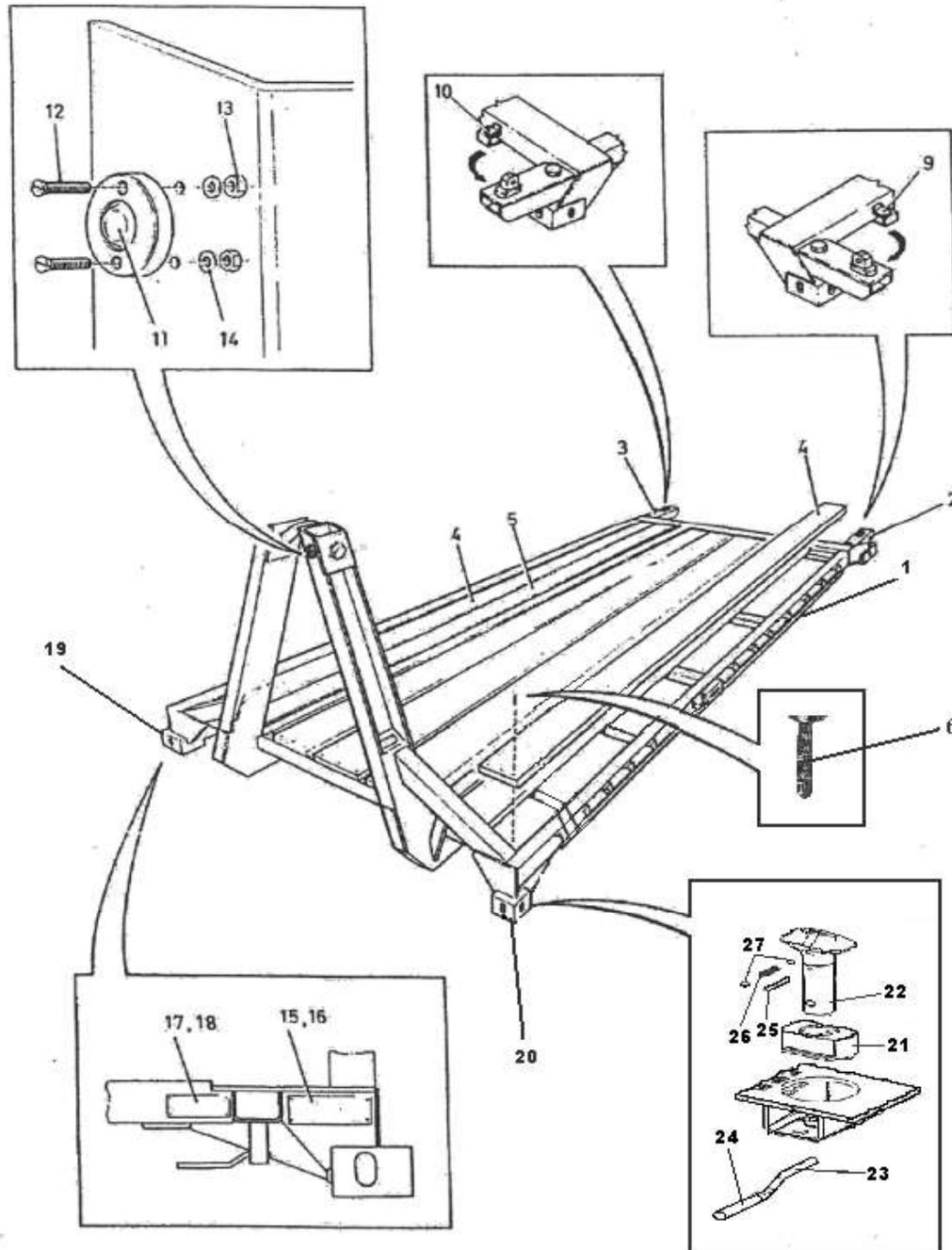
NSN	Article Name	Qty* repaired
7310992527439	COOKSET No12	400
2930998267362	COOLING FAN	12
2540997657880	BULLDOG DRIVERS SEAT	7
2590996797632	EVAPORATOR	4
3990997392212	FLATRACK	103
7310123624954	OFCS BURNER	12
2530991604175	LAND ROVER RADIUS ARM	70
2530991263017	LAND ROVER RADIUS ARM	54
2510990161191	LAND ROVER RADIUS ARM	23
2510998960602	LAND ROVER ROD ALIGNING	53
2540990754816	SEAT (WARRIOR)	23
2510992193156	LAND ROVER TOP LINK	21
2520993222736	BULLDOG TOP ROLLER	4
2520995386801	BULLDOG TOP ROLLER	3
2530999790327	WARRIOR TOP ROLLER	13
6115999086784	Lightweight Field Generator	28
4520994989618	Field Water Heater	23
7310013871305	Boiling Vessel	216
7310998116909	Boiling Vessel	540

**\* Based on numbers repaired between Apr 2018 and Mar 2019.**

The number of items requiring repair during each year of the contract is estimated as shown in Appendix 1 of Annex A. The quantities stated herein are the best estimates available. No guarantee can be given these are estimates only.

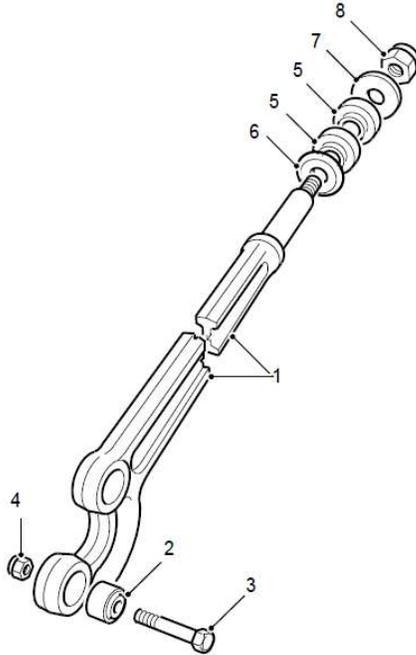
**As per CTAT Office, National Defence, it has been determined that none of the Items contained in Appendix 1 to Annex A are subject to Canadian Controlled Goods regulations.**

### APPENDIX 2 to ANNEX A – FLAT RACK

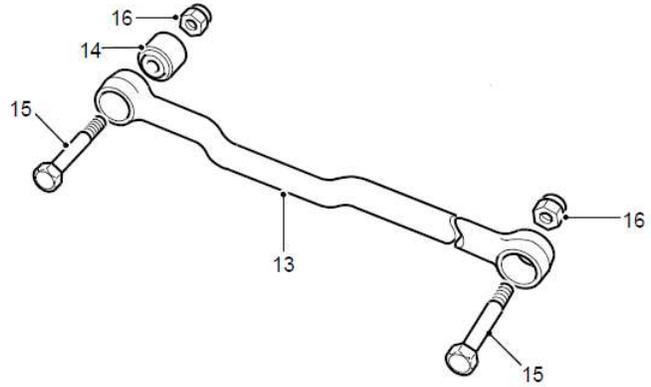


Example of a British Army Flat Rack

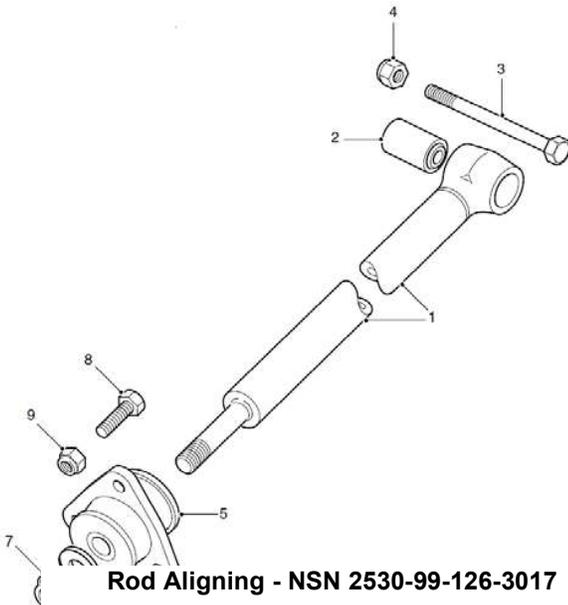
**APPENDIX 3 to ANNEX A – LAND ROVER SUSPENSION PARTS**



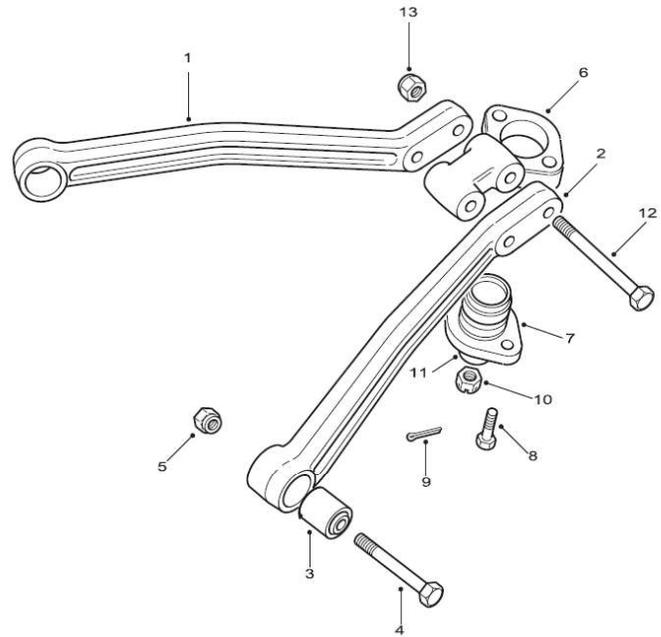
**Radius Arm - NSN 2530-99-160-4175**



**Pan Hard Rod - NSN 2510- 99-896-0602**



**Rod Aligning - NSN 2530-99-126-3017**

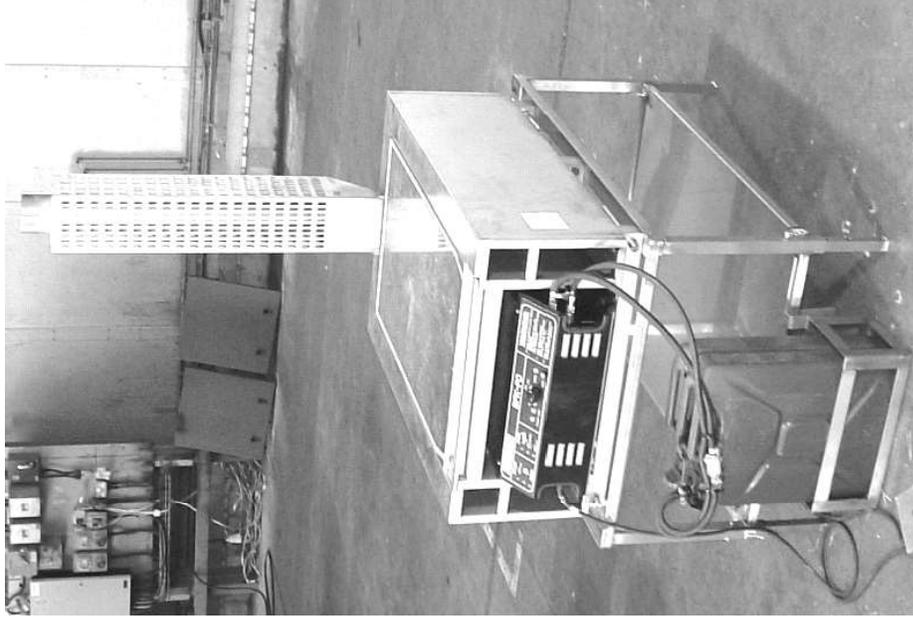


**Rod Aligning - NSN 2510-99-016-1191 (1)**

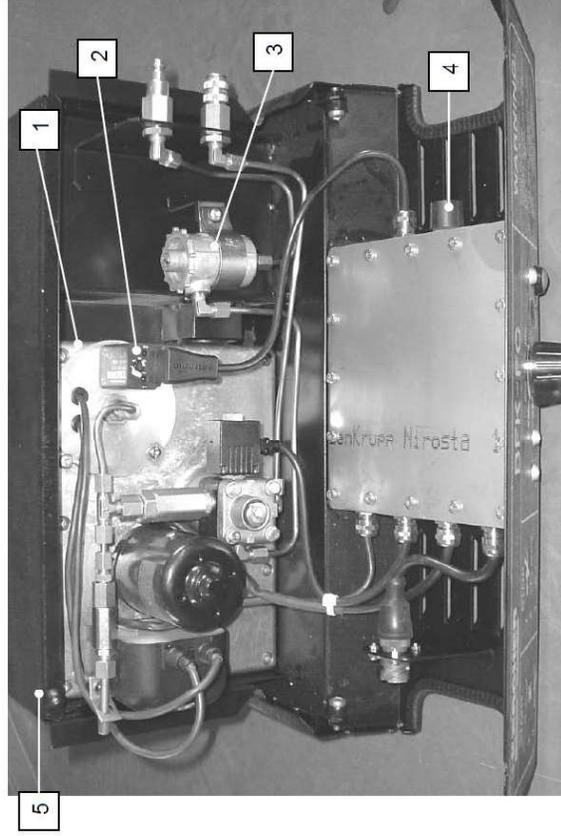
**NSN 2510-99-219-3156 (2)**

C267/91-1

**APPENDIX 4 to ANNEX A – OPERATIONAL FIELD CATERING SYSTEM**



**Operational Field Catering System**



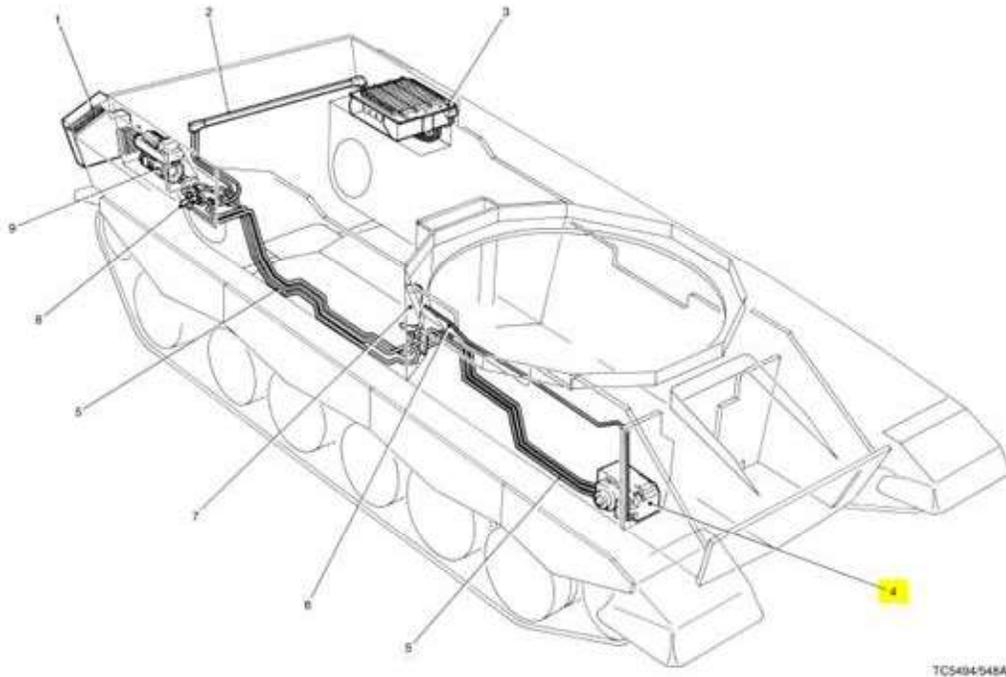
**Burner**

Item No	DMC NSCM	NSN Part Number	Annotations	D of Q	on issue
1	J2	7310 12 362 4954	Burner	1	2
5	KC3S1	G3400851500REF		EA	
	J2	6685 12 352 5857	• Flame Sensor	1	2
1	KC3S1	G3400851540REF		EA	
	J2	4330 12 168 9956	• Filter Fuel Insert	1	2
1	KC3S1	G3400851510REF		EA	
	Ni J2	5331-12-305-2474	• O Ring (Fuel Filter)	1	2
6	KC3S1	6.472-111.0		EA	
	J2	5920 12 186 8822	• Fuse 6.3A	1	2
1	KC3S1	G3400851520REF		EA	
4	J2	4530 12 318 8483	• Atomiser Nozzle 0.4 x 60° H, Hago (6.415-094.0)	1	2
1	KC3S1	G3400851530REF		EA	

## APPENDIX 5 to ANNEX A – CHALLENGER 2 EVAPORATOR

The Crew Temperature Control System (CTCS) provides cooled, heated or unconditioned air to each crew member to assist in sustaining a habitable environment when the vehicle is operating in a variety of ambient conditions. An air conditioning system, controlled by the driver, provides forced air to all crew stations.

The system is electronically controlled by switches on the Driver's Instrument Panel (DIP). The CTCS comprises a compressor/motor unit (Fig 1(9)), by-pass valve (8), condenser manifold (2), condenser (3), liquid receiver (7) and an evaporator (4). These constituent components of the refrigeration circuit are connected by a series of insulated pipes (5) incorporating self-sealing couplings for assembly, removal and isolation purposes and rigid pipe connectors incorporating internal sealing rings. A network of ducting (Fig 8) can deliver the output of the air conditioning system to each crew workstation.



- |                      |                  |                         |
|----------------------|------------------|-------------------------|
| 1 Air intake         | 4 Evaporator     | 7 Liquid receiver       |
| 2 Condenser manifold | 5 Pipework       | 8 By-pass valve         |
| 3 Condenser          | 6 Discharge pipe | 9 Compressor/motor unit |

Fig 1 Crew temperature control system

The evaporator (Fig 2) is of sheet metal construction, the complete assembly is mounted on the driver's RH rear bulkhead. The framework is fitted with two lifting points (1 and 5); anti-vibration dampers provide protection against any vehicle structure borne vibration.

A two speed centrifugal fan (2) draws air through the inlet matrix (6); the air is drawn over cooling tubes (3) and heating elements (4) before it passes to the ducting network.

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A sight glass (12) provides a means of observing the flow of refrigeration for the presence of bubbles and moisture. The sight glass is positioned in the refrigeration circuit between the filter drier (14) outlet and the Thermal Expansion Valve (TEV) (13).

An Elapsed Time Indicator (ETI) (10) allows the unit to be electronically monitored.

An externally positioned charging valve (11) is used to charge refrigerant and oil into and recover refrigerant from the evaporator. The charging valve is connected to the evaporator compressor return connection (9).

The internal filter drier (14) is used to filter out mechanical debris and absorb moisture from the circulating refrigerant.

The TEV (13), part of the evaporator internal circuit, meters the high pressure liquid refrigerant through an orifice, under thermostatic control. This action will cause the refrigerant to undergo a large pressure drop and emerge as a cold liquid at low pressure.

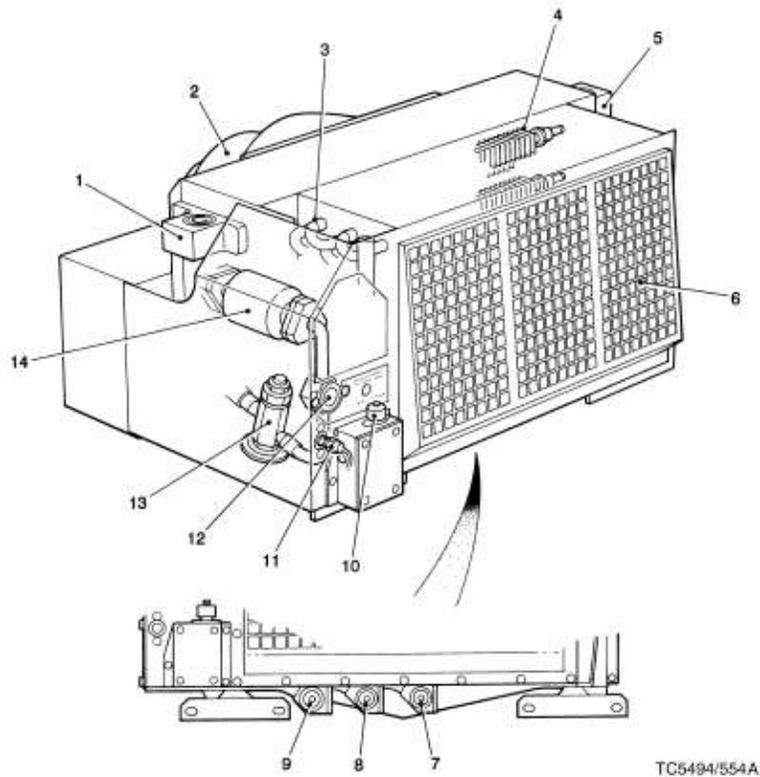
The evaporator has two sets of 3kw heater elements located behind the inlet matrix. The elements are electrically protected by the Hull Contactor Panel (HCP).

The cooling tubes, of a tube and fin construction, are located with the heater elements. The refrigerant passes through the copper tubes to which the aluminium fins are attached. Heat is taken from the ambient air passing over the air fins and transmitted into the refrigerant liquid. The refrigerant changes its state from liquid to low pressure gas.

A small internal electrically operated condensate pump removes any condensation which may form when the evaporator is cooling. The excess moisture is discharged, by pipework (Fig 1(6)), up and into the turret well.

The evaporator receives high pressure liquid refrigerant from the liquid receiver through the inlet connection (Fig 7(7)) and returns the low pressure gas to the compressor via the compressor return connection (9). If the by-pass valve operates, high pressure gas will enter the evaporator through the bypass inlet connection (8).

The TEV incorporates three internal thermostatic switches to measure and control the air Temperature.



- |                            |                                |
|----------------------------|--------------------------------|
| 1 Lifting point            | 9 Compressor return connection |
| 2 Centrifugal fan          | 10 Elapsed time indicator      |
| 3 Cooling tubes            | 11 Charging valve              |
| 4 Heating elements         | 12 Sight glass                 |
| 5 Lifting point            | 13 Thermal expansion valve     |
| 6 Inlet matrix             | 14 Filter drier                |
| 7 Inlet connection         |                                |
| 8 By-pass inlet connection |                                |

Fig 2 Evaporator

The common point of failure with the Compressor pack is the two speed centrifugal fan (2) and would expect the contractor to mainly repair / renew this item. The item can be found in AESP 2350-P-102-711, Chap 2-20-1-1, Page 8/9, with (Fig 3) item 1, NSN 9CR2 4140-99-660-9085 being the main point of failure.

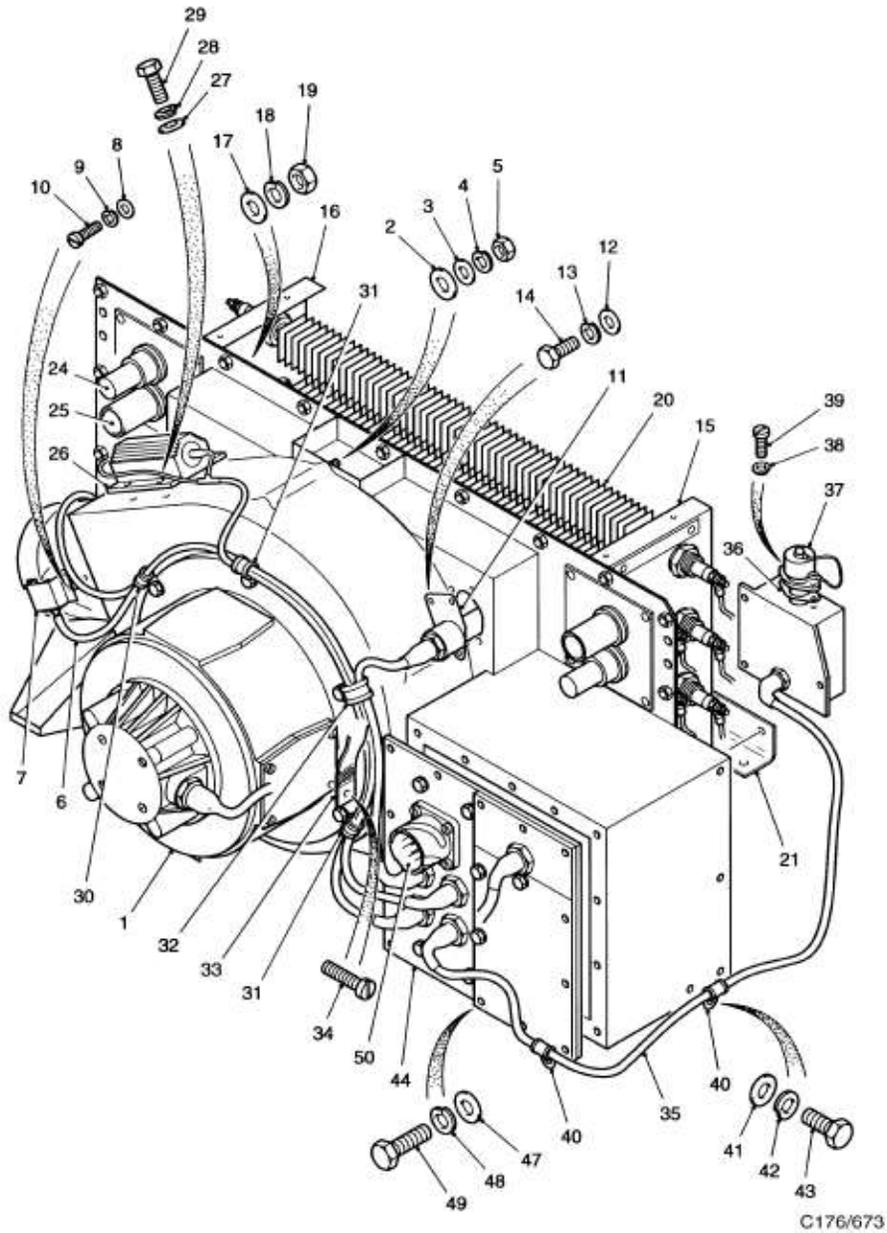


Fig.3 Fan and heater assembly

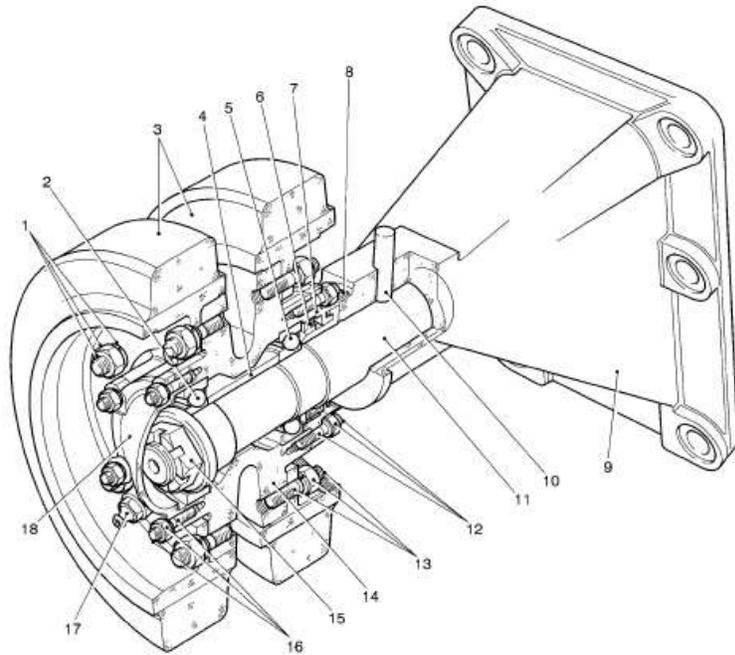
Fig 3 Fan and heater assembly

Fig. 3 Ensemble ventilateur et chauffage

## **APPENDIX 6 to ANNEX A – BULLDOG TOP ROLLERS**

Two guide rollers, which are bolted to the hull sideplate, support the top run of each track. The brackets (Fig 5(9)) supporting the rear rollers differ from those supporting the front by being off-set, one to the left and the other to the right, to provide a top anchorage for the rear shock absorbers. Each roller hub (14) is mounted on a spindle (11), which is an interference fit in the bracket. The spindle is secured by a Mills pin (10) the end of which protrudes from the bracket.

A rubber tyred roller (3) is secured to each side of the hub by studs, nuts and spring washers, the rim of the roller round the flange on the hub. The hub is mounted on the spindle on two bearings (2) and (5) which are separated by a distance piece (4) and the inner bearing abuts an inner distance piece fitted on the spindle. The male member of a labyrinth is machined on the flange of the inner distance piece, the female member being machined in the oil seal housing (7). The oil seal (6) is pressed into the housing and seals round the circumference of the inner distance piece. A dirt excluder (8), which covers the entrance to the labyrinth, and the oil seal housing, are secured to the hub by studs, nuts and spring washers. The hub is retained on the spindle by a washer, slotted nut (15) and split pin. A cap (18) to prevent ingress of dirt to the bearings is secured to the hub by studs, nuts and spring washers. A nipple (17) is provided in the hubcap for the lubrication of the bearings.



432/270

- |                               |                                |
|-------------------------------|--------------------------------|
| 1 Stud, nut and spring washer | 10 Mills pin                   |
| 2 Ball bearing                | 11 Spindle                     |
| 3 Rubber tyred roller         | 12 Stud , nut and spring       |
| 4 Distance piece              | 13 Stud                        |
| 5 Ball bearing                | 14 Roller hub                  |
| 6 Oil seal                    | 15 Slotted nut                 |
| 7 Oil sealing housing         | 16 Stud, nut and spring washer |
| 8 Dirt excluder               | 17 Lubricating nipple          |
| 9 Bracket, front guide roller | 18 Hub cap                     |

Fig 5 Guide Roller

Fig 5 Guide Roller	Fig. 5 Galet de guidage
Stud, nut and spring washer	Goujon, écrou et rondelle élastique
Ball bearing	Roulement à billes
Rubber tyred roller	Galet à bandage en caoutchouc
Distance piece	Pièce d'écartement
Ball bearing	Roulement à billes
Oil seal	Joint étanche à l'huile
Oil sealing housing	Boîtier étanche à l'huile
Dirt excluder	Pare-saletés
Bracket, front guide roller	Support, galet de guidage avant
Mills pin	Goupille de Mills
Spindle	Axe
Stud, nut and spring	Goujon, écrou et ressort
Stud	Goujon
Roller hub	Moyeu de galet
Slotted nut	Écrou rainuré
Stud, nut and spring washer	Goujon, écrou et rondelle élastique
Lubricating nipple	Mamelon de lubrification

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<b>Hub cap</b>	<b>Capuchon de moyeu</b>
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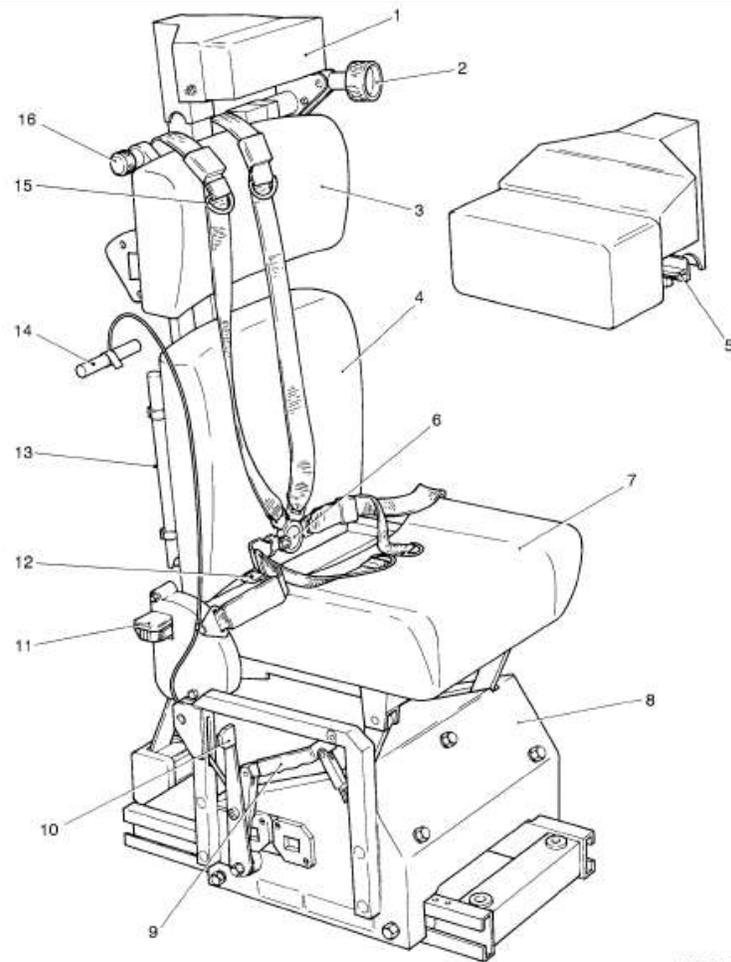
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## **APPENDIX 7 to ANNEX A – WARRIORS DRIVER'S SEAT**

The driver's seat (Fig 6(3)) is bolted to the compartment floor (6) and can be adjusted for use in either the 'head up' driving position, or the 'closed down' driving position with the driver using the day periscope or night sight. A full range of adjustments for seat forward and backward position, height, back, shoulder and neck rest angles are incorporated, and the complete seat back assembly can be laid flat to permit emergency exit into the vehicle rear. The seat is fitted with a full inertia reel safety harness, and emergency release controls to aid driver casualty evacuation.



WAR/2023

- |                               |                                      |
|-------------------------------|--------------------------------------|
| 1 Neck rest                   | 9 Seat height control lever          |
| 2 Neck rest angle hand wheel  | 10 Seat backward/forward lock lever  |
| 3 Shoulder rest               | 11 Back rest angle lock lever        |
| 4 Back rest                   | 12 Shoulder rest angle control lever |
| 5 Neck rest height lock lever | 13 Emergency release rod             |
| 6 Safety harness buckle       | 14 Emergency release cable handle    |
| 7 Seat squab                  | 15 'D' pull ring (typical - 4 off)   |
| 8 Seat base                   | 16 Neck rest release button          |

Fig 6 Driver's Seat

Fig 6 Driver's Seat	Fig. 6 Siège du conducteur
Neck rest	Appui-tête
Neck rest angle hand wheel	Volant de réglage de l'angle de l'appui-tête
Shoulder rest	Appui-épaules
Back rest	Dossier
Neck rest height lock lever	Levier de verrouillage de la hauteur d'appui-tête
Safety harness buckle	Boucle de harnais de sécurité
Seat squab	Assise de siège
Seat base	Base de siège

<b>Seat height control lever</b>	<b>Levier de réglage de la hauteur d'assise</b>
<b>Seat backward / forward lock lever</b>	<b>Levier de verrouillage du siège avant / arrière</b>
<b>Back rest angle lock lever</b>	<b>Levier de verrouillage de l'angle du dossier</b>
<b>Shoulder rest angle control lever</b>	<b>Levier de commande de l'angle d'appui-épaule</b>
<b>Emergency release rod</b>	<b>Tige de déverrouillage d'urgence</b>
<b>Emergency release cable handle</b>	<b>Poignée de câble de déverrouillage d'urgence</b>
<b>"D" pull ring (typical – 4 off)</b>	<b>Anneau de traction en D (typique - 4 désactivés)</b>
<b>Neck rest release button</b>	<b>Bouton de déverrouillage de l'appui-tête</b>

The seat padded assembly, comprising articulated seat squab (Fig 7(7)), back rest (4), shoulder rest (3) and neck rest (1) assemblies is mounted on an integral base (8) and rail assembly which incorporates the seat height control mechanism. Four wheels in the base assembly run in the floor mounted rails to enable backward or forward adjustment of the seat position. The seat harness inertia reel is mounted on a bracket arrangement bolted to the compartment floor and to the rear of the rail assembly. An emergency release control cable/handle (14), and an emergency release rod (13) are clipped to the rear of the seat.

The mounting rails assembly (Fig 7(6)) is fabricated from lengths of aluminium alloy 'U' channel. The two side rails have lips on the 'U' side flanges and are welded at front, centre and rear to cross rail channels. Each of the side rails is closed at the rear by a stop plate (15) welded over the open end of the channel. A row of seventeen indexing holes (9) is provided in the mid-portion of each side rail top flange to engage the base travel locking mechanism. Two vertical, tubular bosses (7) are welded into the front cross rail for floor mounting bolts. Two similar but horizontal bosses welded into the rear rail enable the assembly to be bolted to the harness inertia reel bracket.

The base assembly (4) comprises a box-like casing fabricated from aluminium alloy plates and incorporates various plain and threaded pivot and mounting bosses. Various internal plates are provided to give additional bearing holes aligned with several of the bosses and to provide additional stiffening of the structure. Torsion spring housings (12) are fitted to each outer side plate and the right side plate houses a torsion bush for the backward/forward lock lever (14). Slots in the top plate at front and rear, left and right, allow height control arms front (3) and rear (1) to protrude upward from the height control mechanism. An aluminium alloy stub axle (10), with integral rectangular mounting block, is welded into each of the four lower corners of the casing. Bonded onto the stub axle is a hardened steel sleeve, giving a wear resistant surface.

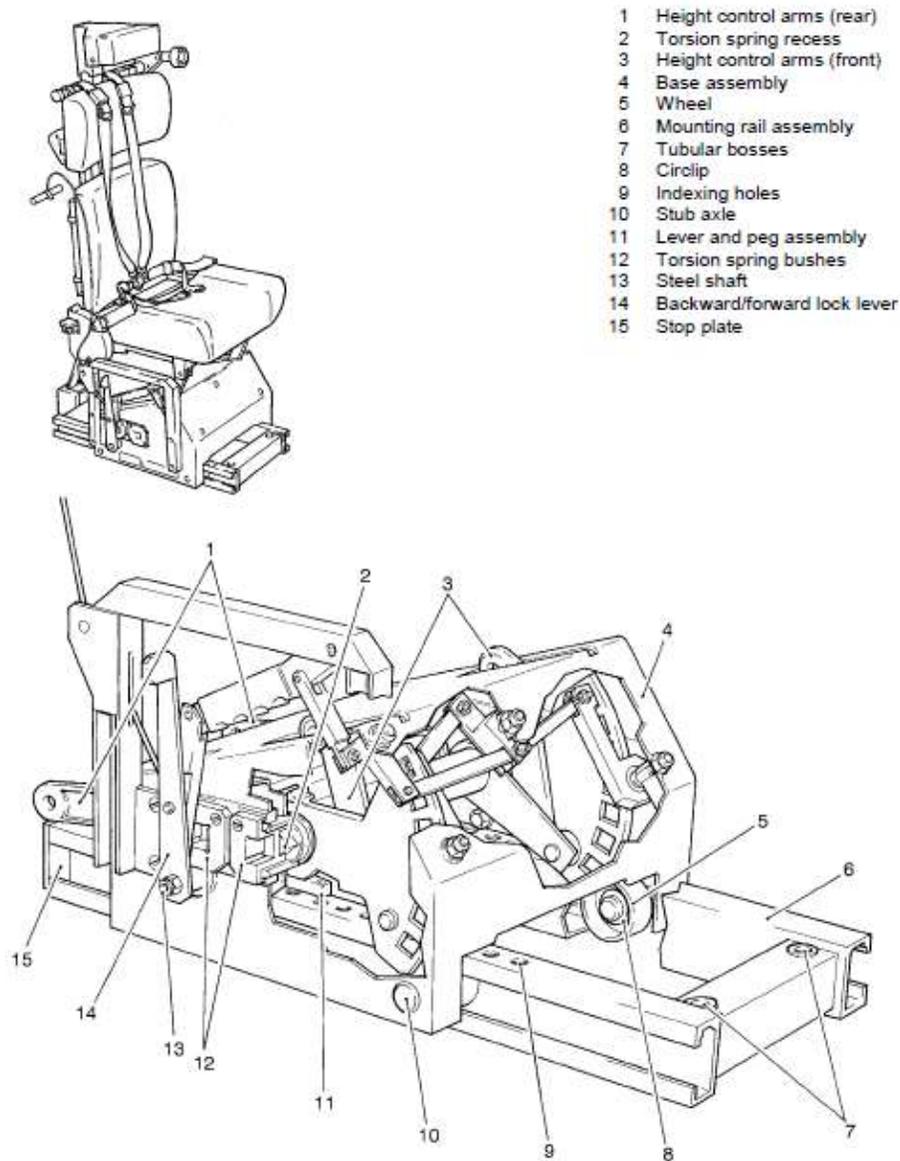
Each of the stub axles carries an aluminium alloy wheel (5) fitted with a push-fit pre-lubricated steel bush and retained by an external circlip (8) in a groove on the inner end of the stub axle. Each wheel runs between flat thrust washers on the axle and locates in the base channel rail. The seat assembly can be moved easily backward or forward on the rails and locked in any selected position by an indexing lever and peg assembly (11).

A square-section transverse steel shaft (13) protruding outward through the torsion bush in the right side of the base locates at both ends inside the base, through two pairs of nylon bushes mounted in internal base plates. A steel lever and peg assembly (11) located near each end of the shaft between each pair of nylon bushes, is aligned vertically above the rows of indexing holes (9) in each wheel rail. A handle assembly secured to the round section right end of the shaft (13) clamps the shaft to the inner ferrule of the torsion bush. Torsion, induced in the bush when the handle is operated to raise the locking pegs out of the rail holes, acts to return and retain the pegs in the holes when the handle is released.

240 The handle assembly is of aluminium alloy with a thumb tab welded at its top end and a boss welded at its lower end. A square section hole through the handle and boss engages on a reduced square section of the shaft, and the boss butts against the outer face of the torsion bush inner ferrule. The inner end of the ferrule butts against a flat washer which locates against a shoulder on the shaft. A hexagon locknut and flat washer on the shaft threaded outer end secures the handle assembly to the shaft and

clamps the assembly to the torsion bush. A steel pin, secured through the mid-section of the operating handle, is functionally part of the height-lock release mechanism.

The seat raising mechanism is based on twin inter-locked torsion spring systems, biased to hold the seat at its highest position. Application of the driver's weight to the seat, with the height-lock mechanism released, presses the seat down against the torsion spring pressure. The seat can be locked at the required height by re-engagement of the lock mechanism.



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Fig 7 Driver's seat - mounting rail & base

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<b>Fig 7 Driver's seat – mounting rail &amp; base</b>	<b>Fig. 7 Siège du conducteur – rail et base de montage</b>
<b>Torsion spring recess</b>	<b>Encoche du ressort de torsion</b>
<b>Height control arms (front)</b>	<b>Bras de réglage de la hauteur (avant)</b>
<b>Base assembly</b>	<b>Ensemble de la base</b>
<b>Wheel</b>	<b>Roue</b>
<b>Mounting rail assembly</b>	<b>Ensemble rail de montage</b>
<b>Tubular bosses</b>	<b>Bossages tubulaires</b>
<b>Circlip</b>	<b>Circlip</b>
<b>Indexing holes</b>	<b>Trous sélecteurs</b>
<b>Stud axle</b>	<b>Demi-essieu</b>
<b>Lever and peg assembly</b>	<b>Ensemble levier et cheville</b>
<b>Torsion spring bushes</b>	<b>Douilles de ressort de torsion</b>
<b>Steel shaft</b>	<b>Arbre en acier</b>
<b>Backward / forward lock lever</b>	<b>Levier de verrouillage avant/arrière</b>
<b>Stop plate</b>	<b>Plaque de butée</b>

## APPENDIX 8 to ANNEX A – BULLDOG DRIVER'S SEAT

Eleven fore and aft seat settings (range, over 203 mm (8 in.)), six height settings (range, 222 mm (8.75 in.)) and six backrest inclination settings (range, vertical to horizontal) are provided in the driver's seat assembly (Fig 4). The bottom of the backrest support (2) is mounted on links (4) which permit the backrest to be set 51 mm (2 in.) forward of the rearmost position; in either position the six squab inclination settings are available. A driver's harness is provided.

Four brackets (34) welded to the hull, support the seat mountings and two more support the free end of the commander's chequer plate footrest (7) which is hinged (42) to the rear of the seat frame and maintained in a horizontal position, in contact with its support brackets, by an over-centre spring which also holds it vertical when required.

The base for the seat is a fabricated frame consisting of a transverse inverted channel at the rear and a hinged angle at the front to the inner side of which are welded two longitudinals. The hinged angle is connected to a fixed angle by a hinge (33) at each end. Two flat support strips are placed on the longitudinals and on each of these is a floor rack rail (28). Bolts through the ends of the transverse members hold down the base onto the support brackets. Removal of the rear fixing bolts permits the seat to be tipped forwards on its hinges.

The rack rails (28) are of channel section with the flanges bent inwards to form retaining guides for the seat slides. Eleven rectangular holes are cut on the centre line towards the front of each rail to form the rack, which permits fore and aft seat adjustment. Two catch levers (27) and (32) engage with the rack holes and are joined by an operating bar (35) across the front of the seat.

Mounted in the floor frame are a hand lever (40) and rod which extends across the frame and has fitted at each end a fabricated height adjusting lever (30) and (37) which is maintained in position on the rod by two pins which pass through the lever bosses and the rod. At the other end of each lever is a hole in which is inserted a shouldered pin (39) which protrudes on the outer side of the lever. A spring (29) encircles each lever boss; one end presses down the lever and the other reacts on the rack rail. At the front of the frame is centrally anchored a 20 leaf square sectioned torsion bar (31) which lifts the seat when the hand lever is operated.

In the sliding anchor rails run two sliding anchor racks, with lips which engage with the guides in the anchor rails, to which the rear end of the inner cross lever assembly (8 & 41) is pivoted. The front ends of these cross levers are pivoted in sliding anchors, lips on which engage with runners on the underside of the seat frame and their centres are spaced by a tube arc welded to them. The rear ends are spaced by a tube.

A torsion bar (43), which is inserted through the tube joining the centres of the inner cross levers joins the outer cross levers centre bosses in which it is secured by pins. The front ends of the outer cross levers are fitted with threaded pivot pins and have welded to them square sockets in which ends of the laminated torsion bar (32) are accommodated. The pivot pins secure the front ends of the levers to pivot plates held to the frame by two studs, which are prevented from becoming loose, by a locking plate, which is turned up to secured them. The rear-ends of the cross levers are pivoted to the rear of the seat frame.

The squab frame is pivoted on two throw-over links (1) mounted on a torsion tube at the rear of the seat frame. To each pivot bolt is also attached a link (5) the other end of which is coupled to the bottom of a backrest stay (4), the movement of which is constrained by a slotted plate (6). When the throw-over link is actuated to move the squab bodily backwards or forwards the link and pin connecting the squab stay move along the slot too and maintain the squab angle setting.

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Centrally mounted in the backrest frame is a vertical rack (25) with its edges turned over so that it can slide in a similarly shaped carrier plate embodying two links to which the upper ends of the squab stays are attached. A transverse locking bar (14) operates a trigger (23) to disengage the rack for squab inclination adjustment.

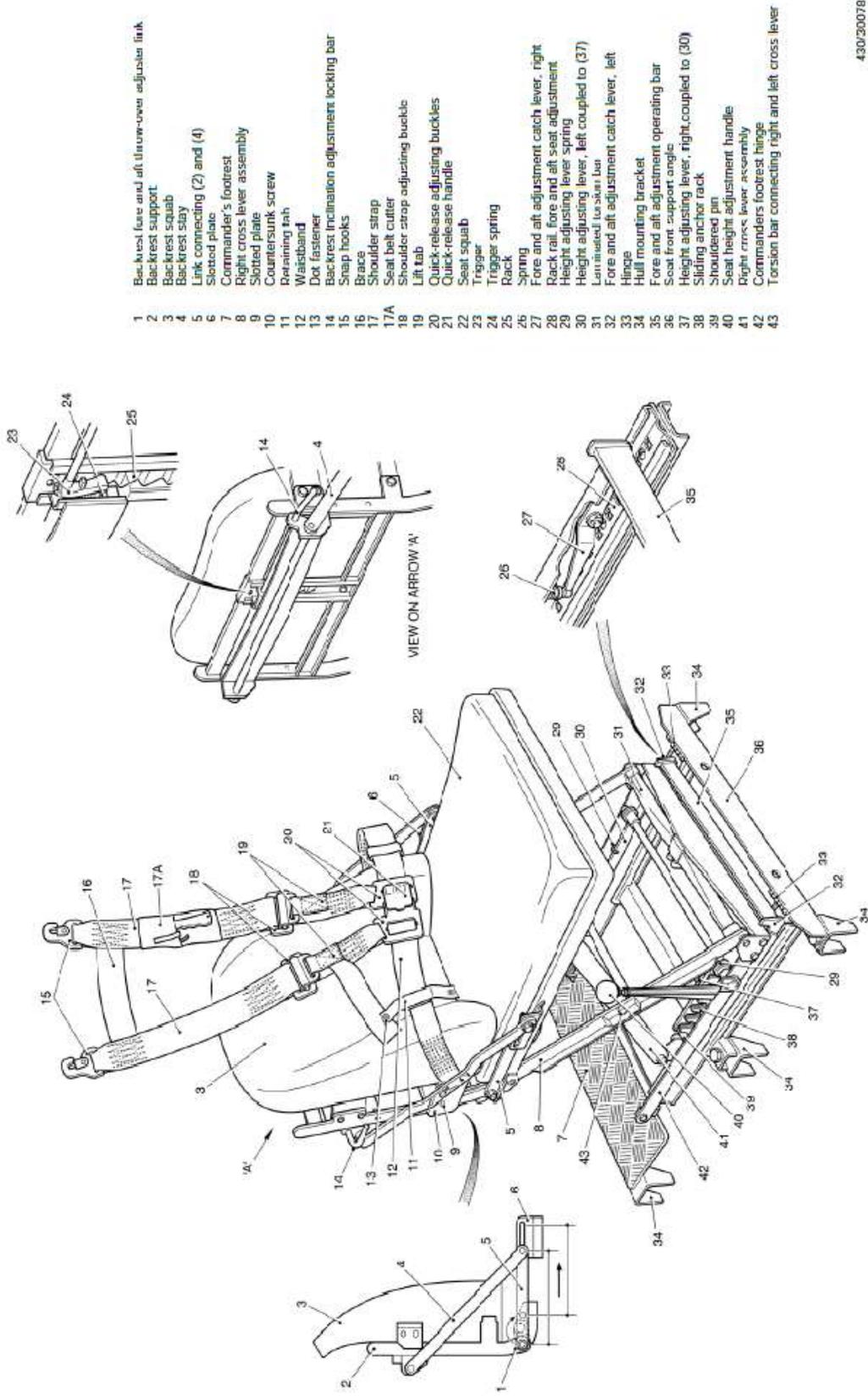


Fig 4 Driver's Seat

**APPENDIX 9 to ANNEX A – CV12 C**



**Figure 1 and 2 – Typical damages to the casing, fins and splines**



**Figure 3 – Refurbished cooling fan**

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**APPENDIX 10 to ANNEX A – MOD 2289**

## MOD Direct Repair Scheme (DRS) Order for Services off a Running Contract

### A - Nominated Repair Contractor

B - Contract Number C - Control Number D - UIN 

### E - Equipment Details

Vehicle / Equipment VRN Item MJDI Demand No\* Qty  Target Date NATO Stock No 

Type of Repair

### F - Unit Details *(Do not use for payment)*

It is confirmed that the item is not available through the stores system or the delivery time is not acceptable.

Address

Signature Name Demand No Date Collection Date Signature Tel No Unit Ref No 

### G - Certification by Contractor

The work specified has been carried out satisfactorily. MOD parts (where provided) have been incorporated. The equipment has been inspected and tested and is considered safe &amp; serviceable.

Signature Name Date 

Contractor Stamp

### H - Receipt by Unit

The equipment details above has been received after repair.

Signature Name Date 

Unit Stamp

All DRS items must be accounted for through the MJDI Log IS system.

R2 RV No  Date A1 RV No  Date R2 IV No  Date A1 IV No  Date

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**APPENDIX 11 to ANNEX A – BER FORM**

APPLICATION FOR DISPOSAL OF BR/BER EQUIPMENT			Form P2 Issue 1
Suppliers Name / Address:			Form Ref. No:
		Contract/SOR Order No.:	
<i>Programme:</i>		Order Item No:	
Telephone No:		*Delete as applicable	
Project: e.g.		WARRANTY / NON WARRANTY	
Type of Item/Equipment:			
Serial No:	Part No:	NSN:	
Brief Description of Condition of Item: -			
Signature:		Position:	Date:
QA Comments:			
Signature:		Position:	Date:
MOD QAR Comments:			
Signature:		Position:	Date:
AFG 1043 Serial No:			

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**APPENDIX 12 to ANNEX A – DISCREPANCY REPORT**

OFFICIAL

MOD Form 445  
Revised 02/16

**DISCREPANCY REPORT**

Report No				
Reference				
From:		To:		
Goods received by:				
Goods despatched by (if different above):				
Invoice / A&I Note No	RV No	RV Date	Contract or LPO No	Demand order / Warrant No
Section 1 - Transport details				
a: Carrier:		b: Type of transport (Tick one box only):		
		Road:	<input type="checkbox"/>	
		Rail:	<input type="checkbox"/>	
		Container:	<input type="checkbox"/>	
		Air:	<input type="checkbox"/>	
		Post:	<input type="checkbox"/>	
		Sea:	<input type="checkbox"/>	
		Name of Vessel(for Sea):		
Convoiy/Carrier Note No	Wagon/Container Vehicle No	Wagon/Container seal No	Bill of Lading/ Air Waybill No	Freight shipment order No
Section 2 - Details of discrepancy				
a: Reason for discrepancy (next page to contain any other information to show reason for discrepancy)				
Packaging:	<input type="checkbox"/>	Loss/Damage in Transit:	<input type="checkbox"/>	Fault Selection:
b: Relevant information				
Date stores received:		Date stores unpacked:		
Packing loading list no:		Daily receipt sheet no:		
Notification No to carrier:		Notification to carrier date:		
Package numbers:				
Only to be completed if applicable to stores in question				
No of packages invoiced:		Weight packages invoiced:		
No of packages received:		Weight packages received:		
Package defect report No:		Package defect report date:		
Were the wagon/container seals intact?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Were the packages intact upon receipt?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Were the contents of broken packages checked on receipt?
				Yes <input type="checkbox"/> No <input type="checkbox"/>
				Was the check made in front of carriers representative?
				Yes <input type="checkbox"/> No <input type="checkbox"/>
				Was carriers note endorsed to show damage/discrepancy?
				Yes <input type="checkbox"/> No <input type="checkbox"/>
MOD Stock reference:		Quantities:		
As invoiced	As received (if different)	Short Item name	Do#Q	Invoiced
				Serv Rep Scrap
				Received
				Serv Rep Scrap



**ANNEX “B”**

**BASIS OF PAYMENT**

- Rates quoted must include ALL relative costs associated with providing the service, including pick-up and delivery of goods, in accordance with the Statement of Work, Annex “A”, contained herein and remain firm for the period of the Contract.
- GST is not to be included in the firm unit prices but will be added to any invoice issued against the Contract.
- Estimated usages are for evaluation purposes only and will not form any part of the resulting Task Authorization Contract; actual usage may vary from amounts shown.
- Bidders must provide a price for each line item to be considered responsive.

Estimated usage: 742 hours/annum

Item	Description	Year One (a)	Year One Outside Regular Working Hours (b)	Year Two (c)	Year Two Outside Regular Working Hours (d)
1.	<b>Labor: Direct or Productive for Personnel used exclusively in work</b>				
	i. Regular Working Hours: Mon-Fri: 8am – 5pm				
	ii. Outside Regular Working Hours: Mon-Fri, Weekend & Stat Holidays				
	i. Flat Racks	\$___/hr	\$___/hr	\$___/hr	\$___/hr
	ii. Challenger 2 Evaporators	\$___/hr	\$___/hr	\$___/hr	\$___/hr
	iii. Warrior/Bulldog Top Rollers	\$___/hr	\$___/hr	\$___/hr	\$___/hr
	iv. Warrior/Bulldog Driver’s Seat	\$___/hr	\$___/hr	\$___/hr	\$___/hr
	v. General Engineering Hours	\$___/hr	\$___/hr	\$___/hr	\$___/hr
2.	<b>Repair:</b>		<b>(a)</b>	<b>(b)</b>	
	vi. Radius Arm – NSN 2530-99-160-4175	\$_____/hr		\$_____/hr	

	vii. Pan Hard Rod – NSN 2510-99-896-0602	\$ _____/hr	\$ _____/hr
	vii. Rod Aligning – NSN 2530-99-126-3017	\$ _____/hr	\$ _____/hr
	ix. Rod Aligning – NSN 2510-99-016-1191	\$ _____/hr	\$ _____/hr
	x. OFCS	\$ _____/hr	\$ _____/hr
	xi. Cooksets	\$ _____/hr	\$ _____/hr
	xii. Lightweight Field Generator	\$ _____/hr	\$ _____/hr
	xiii. Field Water Heater	\$ _____/hr	\$ _____/hr
	xiv. Boiling Vessel – NSN 7310-01-387-1305	\$ _____/hr	\$ _____/hr
	xv. Boiling Vessel – NSN 7310-99-811-6909	\$ _____/hr	\$ _____/hr
<b>3.</b>	<b>Transportation:</b> Lump sum all-inclusive round-trip price for the transportation of items to and from CFB Suffield and Contractor's premises		
	Transportation	\$ _____/trip	\$ _____/trip
<b>4.</b>	<b>Material and Replacement Parts (except free issue)</b>  At laid down cost (which includes invoice cost, transportation costs, exchange, customs and brokerage charges) plus a markup of % (which includes purchasing expenses, internal handling, G&A expenses, and profit) excluding sales tax. Sales tax to be shown as separate item.		
		_____ %	_____ %

5.	<b>Shop Supplies</b>	Shop supplies (less oils and lubricants) are billable monthly for actuals used on the project. Where, in any month an invoice is likely to exceed the sum of \$200 it must be supported by a breakdown of the shop supplies being billed. No markup is authorized for shop supplies.	
6.	<b>Technical / Repair Specification</b>  Hourly rate to produce technical / repair specification	\$_____/hr	\$_____/hr
7.	<b>Meeting Attendance:</b>  Lump sum all-inclusive price for attending each meeting.	\$_____/meeting	\$_____/meeting
8.	<b>Reports and Administration:</b> Lump sum all-inclusive price for reports and associated administration, spares collection, parts ordering, management information etc.	\$_____/month	\$_____/month
9.	<b>Packaging:</b>  i. Commercial Packaging where required and where appropriate.  ii. Repairing / Manufacturing Protective Containers.	Billable for actuals used  Billable as per approved quote	Billable for actuals used  Billable as per approved quote

## ANNEX "C"

### INSURANCE REQUIREMENTS

#### 1. Commercial General Liability Insurance (G2001C)

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$10,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
  - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
  - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
  - e. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
  - f. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
  - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
  - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
  - j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

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- I. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
  
- m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

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**ANNEX "D"**

**DND 626 TASK AUTHORIZATION FORM**

**TASK AUTHORIZATION  
AUTORISATION DES TÂCHES**

All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. – N° du contrat
		Task no. – N° de la tâche
Amendment no. – N° de la modification	Increase/Decrease – Augmentation/Réduction	Previous value – Valeur précédente
To – A	<p><b>TO THE CONTRACTOR</b></p> <p>You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task.</p> <p>Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract.</p> <p><b>À L'ENTREPRENEUR</b></p> <p>Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande.</p> <p>Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.</p>	
Delivery location – Expédiez à		
Delivery/Completion date – Date de livraison/d'achèvement		
_____ Date		_____ for the Department of National Defence pour le ministère de la Défense nationale
Contract item no. N° d'article du contrat	Services	Cost Prix
		<b>GST/HST TPS/TVH</b>
		<b>Total</b>
<p><b>APPLICABLE ONLY TO PWGSC CONTRACTS:</b> The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.</p> <p><b>NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC :</b> La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.</p>		
_____ for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux		

## Instructions for completing DND 626 - Task Authorization

### Contract no.

Enter the PWGSC contract number in full.

### Task no.

Enter the sequential Task number.

### Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

### Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

### Previous value

Enter the previous total dollar amount including taxes.

### To

Name of the contractor.

### Delivery location

Location where the work will be completed, if other than the contractor's location.

### Delivery/Completion date

Completion date for the task.

### for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

### Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

### Cost

The cost of the Task broken out into the individual costed items in **Services**.

### GST/HST

The GST/HST cost as appropriate.

### Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

### Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

### Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

## Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

### N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

### N° de la tâche

Inscrivez le numéro de tâche séquentiel.

### N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

### Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

### Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

### À

Nom de l'entrepreneur.

### Expédiez à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

### Date de livraison/d'achèvement

Date d'achèvement de la tâche.

### pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

### Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

### Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

### TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

### Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

### Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

### Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.



## ANNEX "F"

### TECHNICAL EVALUATION CRITERIA

The Technical Evaluation Procedures for Bids consist of the following two (2) stages:

- Stage 1 - Bids will be evaluated on all Mandatory Technical (MT) Criteria.
- Stage 2 - Bids meeting all Mandatory Technical (MT) Criteria will be evaluated on the basis of the Point-Rated Technical Criteria;

#### STAGE 1:

##### 1.1 Mandatory Technical Criteria

#### COMPLIANCE MATRIX – MINIMUM MANDATORY TECHNICAL CRITERIA

A complete list of the minimum mandatory technical criteria are detailed below in the "Compliance Matrix". Bidders are to clearly demonstrate compliance with each mandatory specification.

1. Bidders **must** show compliance by addressing each performance specification in the Compliance Matrix, whether the product offered "meets" or "doesn't meet".
2. Bidders are requested to indicate how they meet each performance specification by recording this information under the Performance Specification Offered column in the Compliance Matrix.
3. It is requested that supporting technical documentation, including but not limited to, specification sheets, technical brochures, photographs or illustrations be provided with the bid at solicitation close and be cross-referenced on the Compliance Matrix for each performance specification to outline where in the supporting technical documentation it demonstrates compliance. It is the Bidders responsibility to ensure that the submitted supporting technical documentation provides detail to prove that the proposed product(s) meet the requirements of the Performance Specification. If published supporting technical document is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.
4. If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.
5. Bidders must address any concerns with the performance specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.
6. Failure to meet each mandatory performance specification will result in the bid being deemed non-responsive, and be given no further consideration.

Item #	Technical Criteria	Status (M)	Performance Specification Met? Indicate either Yes/No	Performance Specification Offered: Bidder <u>should</u> indicate how they meet the performance specification by recording this information in this column
1	<p><b>SKILLED LABOUR</b></p> <p>The Bidder must provide a narrative, a copy of technical certifications <u>and</u> a curriculum Vita/Resume, which demonstrates i- qualifications ii - experience and iii- knowledge, for each of the following activities:</p> <ol style="list-style-type: none"> <li>1. Repair</li> <li>2. Servicing</li> <li>3. Overhaul</li> <li>4. Manufacturing</li> </ol> <p>Each activity must be addressed in order to demonstrate compliance and capability to perform the complete scope of work as per the Statement of Work (Annex A).</p>	<b>M</b>		
2	<p><b>LOCATION</b></p> <p>The Bidder must provide copies of their valid business license(s) <u>AND</u> identify that the location of the service provider's workshop is located within a road distance of 300 km or less from CFB Suffield.</p>	<b>M</b>		
3	<p><b>DESCRIPTION OF FACILITY</b></p> <p>The proposed facility must be in operating condition to provide the services detailed in Annex A – Statement of Work.</p> <p>To demonstrate compliance, the Bidder must provide the following;</p> <ol style="list-style-type: none"> <li>i. Narrative</li> <li>ii. Pictures of internal and external working areas demonstrating capacity and suitability of the</li> </ol>	<b>M</b>		

	facility to carry out the tasks within the Statement of Work.			
4	<p><b>QUALITY PLAN</b></p> <p>The Bidder <b>must</b> submit a Quality Plan (Preliminary Plan) as per SACC Clause D5401T (2007-11-30) Quality Plan – Solicitation.</p> <p><i>The Quality Plan – (Preliminary Plan) must be in the same format that will be used after award of contract. If awarded a contract, Bidder will have 90 days to revise and implement the Quality Plan specific to Annex A – Statement of Work.</i></p>	<b>M</b>		
5	<p><b>TESTING</b></p> <p>The Bidder must demonstrate that they have the capability, and capacity to test and certify the Articles to an acceptable industry standard for the types of Articles listed in the Statement of Work (Annex A).</p> <p>Bidder must provide;</p> <p>i. Minimum three examples of same or equivalent articles tested and descriptions of testing procedures that were used.</p>	<b>M</b>		

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## STAGE 2:

### 2.1 Point Rated Technical Criteria

Each bid will be rated by assigning a score to the rated requirements, which are identified in the bid solicitation by the word "rated" or by reference to a score. Bidders who fail to submit complete bids with all the information requested by this bid solicitation at bid closing, will be rated accordingly. The rated requirements are as follows:

<b>ID</b>	<b>Bid Deliverable Title</b>	<b>Weighting</b>
1	Experience	30
2	Technical Authorship	20
<b>Total</b>		<b>50</b>

## 1. EXPERIENCE

The Bidder must demonstrate they have successfully provided repair, servicing, overhaul and/or manufacturing of Miscellaneous Articles similar to those identified in the Statement of Work (Annex A) to clients such as Department of National Defence, heavy duty equipment/machinery operators, equipment/machinery involved in oil and gas industry or similar.

Details should include:

- a) Name(s) of the client organization(s)
- b) Period during which the service(s) were provided
- c) Detailed outline of the services provided

Name, telephone number and email address of the organization's contracting official, for verification purposes.

Criteria	Mark
<ul style="list-style-type: none"><li>• 10 + years of experience</li></ul>	30 / 30
<ul style="list-style-type: none"><li>• 6 to 9 years of experience</li></ul>	20 / 30
<ul style="list-style-type: none"><li>• 3 to 5 years of experience</li></ul>	10 / 30
<ul style="list-style-type: none"><li>• 0 to 2 years of experience</li></ul>	0 / 30

## 2. Technical Authorship

The Authority wishes to understand the Bidder's experience in technical authorship from first principles as the Bidder will be required to produce repair specifications where technical information cannot be provided by the Technical Authority. The Bidder should provide references of occasions where they have undertaken technical authorship, including the Clients' organisation name, telephone number and email address of the Contracting representative, and details of technical authorship undertaken that is within scope of the supply of a Direct Repair Scheme service for Miscellaneous Engineering.

Criteria	Mark
<ul style="list-style-type: none"><li>The Bidder has provided evidence of having authored technical documentation from first principles on more than two (2) occasions and the Authority's assessment is that the scope of the Bidder's previous experience of technical authorship is appropriate to the supply of a Direct Repair Scheme service for Articles outlined in the Miscellaneous SoW.</li></ul>	20 / 20
<ul style="list-style-type: none"><li>The Bidder has provided evidence of having authored technical documentation from first principles on one (1) or two (2) occasions and the Authority's assessment is that the scope of the Bidder's previous experience of technical authorship is appropriate to the supply of a Direct Repair Scheme service for Articles outlined in the Miscellaneous SoW.</li></ul>	10 / 20
<ul style="list-style-type: none"><li>The Bidder has not provided any evidence, or has provided insufficient evidence, of having authored technical documentation from first principles <b>AND/OR</b>;</li><li>The Bidder has provided evidence of having authored technical documentation on one (1) or more occasions, but the Authority's assessment is that the scope of the Bidder's previous experience of technical authorship is not appropriate to the supply of a Direct Repair Scheme service for Articles outlined in the Miscellaneous SoW.</li><li>The Bidder has failed to satisfy any one of the criteria for a COMPLIANT or PARTIALLY COMPLIANT score.</li></ul>	0 / 20

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

### **ELECTRONIC PAYMENT INSTRUMENTS**

The Bidder accepts to be paid by 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)