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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Supply Arrangements (RFSa) is divided into six parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Supplier Instructions: provides the instructions applicable to the clauses and conditions of the RFSa;
- Part 3 Arrangement Preparation Instructions: provides Suppliers with instructions on how to prepare the arrangement to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the arrangement and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided; and
- Part 6 6A, Supply Arrangement, 6B, Bid Solicitation, and 6C, Resulting Contract Clauses:
 - 6A, includes the Supply Arrangement (SA) with the applicable clauses and conditions;
 - 6B, includes the instructions for the bid solicitation process within the scope of the SA;
 - 6C, includes general information for the conditions which will apply to any contract entered into pursuant to the SA.

The Annexes include the purchased description, the technical evaluation matrix, the quarterly Status report, and the RFP template.

1.2 Summary

1.2.1. Canada is seeking to establish Supply Arrangements to procure Ambulances Type I 4x4.

The Identified Users of the SAs will include any government department, agency or Crown Corporation listed in Schedules I, I.1, II, III, of the *Financial Administration Act*, R.S., 1985, c. F-11.

The Supply Arrangement has no defined end-date and will remain valid until such time as Canada no longer considers it to be advantageous to use it.

1.2.2 The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA)."

1.2.3 The Request for Supply Arrangements (RFSa) is to establish supply arrangements for the delivery of the requirement detailed in the RFSa to the Identified Users to foreign destinations and across Canada, excluding locations within Yukon, Northwest Territories,

Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the resulting supply arrangements.

- 1.2.4 This RFSA allows suppliers to use the epost Connect service provided by Canada Post Corporation to transmit their arrangement electronically. Suppliers must refer to Part 2 of the RFSA entitled Supplier Instructions and Part 3 of the RFSA entitled Arrangement Preparation Instructions for further information on using this method.

1.3 Security Requirements

There is no security requirement applicable to the Supply Arrangement.

1.4 Debriefings

Suppliers may request a debriefing on the results of the request for supply arrangements process. Suppliers should make the request to the Supply Arrangement Authority within 15 working days of receipt of the results of the request for supply arrangements process. The debriefing may be in writing, by telephone or in person.

1.5 Use of an e-Procurement Solution (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Supply Arrangement that is issued under this solicitation, refer to 6.12 Transition to an e-Procurement Solution (EPS).

The Government of Canada's [press release](#) provides additional information.

PART 2 - SUPPLIER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Supply Arrangements (RFSA) 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.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the RFSA and accept the clauses and conditions of the Supply Arrangement and resulting contract(s).

The 2008 (2019-03-04) Standard Instructions - Request for Supply Arrangements - Goods or Services, are incorporated by reference into and form part of the RFSA.

2.2 Submission of Arrangements

Arrangements can be submitted at any time prior to the closing date indicated on page 1 of the Request for Supply Arrangement to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit.

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

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

Note: Arrangements 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 2008, or to send arrangements through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

Due to the nature of the Request for Supply Arrangements, transmission of arrangements by facsimile to PWGSC will not be accepted.

2.3 Former Public Servant - Notification

Service contracts awarded to former public servants in receipt of a pension or a lump sum payment must bear the closest public scrutiny and reflect fairness in the spending of public funds. Therefore, the bid solicitation will require that you provide information that, were you to be the successful bidder, your status with respect to being a former public servant in receipt of a pension or a lump sum payment, will be required to report this information on the departmental websites as part of the published proactive disclosure reports generated in accordance with Treasury Board policies and directives on contracts with former public servants, Contracting Policy Notice 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

2.4 Federal Contractors Program for Employment Equity - Notification

The Federal Contractors Program (FCP) for employment equity requires that some contractors make a formal commitment to Employment and Social Development Canada (ESDC) - Labour to implement employment equity. In the event that this Supply Arrangement would lead to a contract subject to the Federal Contractors Program (FCP) for employment equity, the bid solicitation and resulting contract templates would include such specific requirements. Further information on the Federal Contractors

Program (FCP) for employment equity can be found on [Employment and Social Development Canada \(ESDC\) - Labour's website](#).

2.5 Enquiries - Request for Supply Arrangements

All enquiries must be submitted in writing to the Supply Arrangement Authority no later than seven (7) calendar days before the Request for Supply Arrangements (RFSA) closing date. Enquiries received after that time may not be answered.

Suppliers should reference as accurately as possible the numbered item of the RFSA to which the enquiry relates. Care should be taken by Suppliers 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 Suppliers do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Suppliers. Enquiries not submitted in a form that can be distributed to all Suppliers may not be answered by Canada.

2.6 Applicable Laws

The Supply Arrangement (SA) and any contract awarded under the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Suppliers may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of the arrangement, 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 Suppliers.

PART 3 - ARRANGEMENT PREPARATION INSTRUCTIONS

3.1 Arrangement Preparation Instructions

If the Supplier chooses to submit its arrangement electronically, Canada requests that the Supplier submits its arrangement in accordance with section 08 of the 2008 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. The arrangement must be gathered per section and separated as follows:

Section I: Technical Arrangement
Section II: Certifications

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

Section I: Technical Arrangement (2 hard copies)
Section II: Certifications (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 Supplier is simultaneously providing copies of its arrangement using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

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

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, suppliers 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 Arrangement

In the technical arrangement, Suppliers should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Suppliers should complete and submit, with their bid, the following Technical Evaluation Matrix:

- ANNEX B TECHNICAL EVALUATION MATRIX

Substitutes and Alternatives

Suppliers may propose substitutes and alternatives where "or equivalent" is indicated in the technical requirement description (Purchase Description). Suppliers are encouraged to offer or suggest green solutions whenever possible.

Substitutes and alternatives that are equivalent in form, fit, function and performance will be considered for acceptance by the Technical Authority where the Supplier:

- (a) Clearly identifies a substitute and/or an alternative;
- (b) Designates the brand name, model and/or part number of the substitute and/or of the product, where applicable;
- (c) States that the substitute product is fully interchangeable with the item specified in the technical requirement description;
- (d) Provides complete specifications and brochures, where applicable;
- (e) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
- (f) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.

Substitutes and alternatives offered as equivalent in form, fit, function and performance will not be considered for acceptance by the Technical Authority if:

- (a) The bid fails to provide all of the information requested to allow the Technical Authority to fully evaluate the evaluate the equivalency; or
- (b) The substitute and/or the alternative fail to meet or fail to exceed the technical requirements specified in the technical requirement description.

Section II: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Arrangements will be assessed in accordance with the entire requirement of the Request for Supply Arrangements including the technical evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the arrangements.
- (c) Canada will proceed to a review of the arrangement to ensure that all mandatory criteria are met. If any part of the mandatory requirements are not met as required, the Supply Arrangement Authority will so inform the Supplier and provide the Supplier with a time frame within which to meet the requirement. Failure to comply with the request of the Supply Arrangement Authority and meet the requirement within that time period will render the arrangement non-responsive.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Suppliers must submit, with their arrangement, all proof of compliance required in the Purchase Description(s) and the Technical Evaluation Matrix for which an arrangement is being submitted.

4.1.1.2 Substitutes and/or Alternatives

Suppliers proposing substitutes and/or alternatives must submit, with their arrangement, all the information requested as detailed in Part 3, section I - to be considered for evaluation.

4.2 Basis of Selection

An arrangement must comply with the requirements of the Request for Supply Arrangements and meet all mandatory technical evaluation criteria to be declared responsive. All responsive arrangements will result in the issuance of a Supply Arrangement.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Suppliers must provide the required certifications and additional information to be issued a supply arrangement (SA).

The certifications provided by Suppliers to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an arrangement non-responsive, or will declare a contractor in default if any certification made by the Supplier is found to be untrue whether made knowingly or unknowingly during the arrangement evaluation period, or during the period of any supply arrangement arising from this RFSA and any resulting contracts.

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

5.1 Certifications Required with the Arrangement

Suppliers must submit the following duly completed certification as part of their arrangement.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to the Issuance of a Supply Arrangement and Additional Information

The certifications and additional information listed below should be submitted with the arrangement, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Supply Arrangement Authority will inform the Supplier of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the arrangement 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 Supplier must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Product Conformance

The Supplier certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the SA, to all technical specifications of the Purchase Description(s).

This certification does not relieve the arrangement from meeting all mandatory technical evaluation criteria detailed in Part 4.

Supplier's authorized representative signature

Date

5.2.3 General Environmental Criteria Certification

The Supplier must select and complete one of the following two certification statements.

- A) The Supplier certifies that the Supplier is registered or meets ISO 14001.

Supplier's Authorized Representative Signature

Date

Or

- B) The Supplier certifies that the Supplier meets and will continue to meet throughout the duration of the arrangement and any resulting contract, a minimum of four (4) out of six (6) criteria identified in the table below.

The Supplier must indicate which four (4) criteria, as a minimum, are met.

Green Practices within the Supplier's organization	Insert a checkmark for each criterion that is met
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	

RFSA No. - N° de la DAMA
E60HP-19AMBU/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
HP912

Client Ref. No. - N° de réf. du client
E60HP-19AMBU

File No. - N° du dossier
hp912. E60HP-19AMBU

CCC No./N° CCC - FMS No/ N° VME

Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

Supplier's Authorized Representative Signature

Date

PART 6 - SUPPLY ARRANGEMENT AND RESULTING CONTRACT CLAUSES

A. SUPPLY ARRANGEMENT

6.1 Arrangement

The Supply Arrangement covers the requirement described in the Purchase Description at Annex "A" – Ambulances Type I 4x4.

6.2 Security Requirements

There is no security requirement applicable to the Supply Arrangement.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

2020 (2017-09-21) General Conditions - Supply Arrangement - Goods or Services, apply to and form part of the Supply Arrangement.

6.4 Term of Supply Arrangement

6.4.1 Period of the Supply Arrangement

The Supply Arrangement has no defined end-date and will remain valid until such time as Canada no longer considers it to be advantageous to use it.

The period for awarding contracts under the Supply Arrangement begins _____.
(To be inserted by PSPC at time of issuance of the SA)

6.4.2 Comprehensive Land Claims Agreements (CLCAs)

The Supply Arrangement (SA) is for the delivery of the requirement detailed in the SA to the Identified Users to foreign destinations and across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the supply arrangement.

6.5 Authorities

6.5.1 Supply Arrangement Authority

The Supply Arrangement Authority is:

Name: Neil Pearson
Title: Supply Specialist
Public Services and Procurement Canada
Acquisitions Branch
Directorate: LEFTD
Address: 140 O'connor Street, Ottawa Ontario, K1A 0S5
Telephone: 613-462-6793
Facsimile: 613-943-7620
E-mail address: neil.pearson@pwgsc.gc.ca

The Supply Arrangement Authority is responsible for the issuance of the Supply Arrangement, its administration and its revision, if applicable.

6.5.2 Technical Authority:

The Technical Authority for the SA is:

Name: _____ (To be inserted by PSPC at time of SA award.)
Title: _____
Organization: _____

Telephone: _____
Facsimile: _____
E-mail: _____

The Technical Authority is responsible for all matters concerning the technical content of the Purchase Description(s) under the SA. 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 SA amendment issued by the Supply Arrangement Authority.

6.5.3 Supplier's Representative

Name: _____ (To be inserted by supplier)
Title: _____
Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Identified Users

The Identified Users include any government department, agency or Crown Corporation listed in Schedules I, I.1, II, III, of the *Financial Administration Act*, R.S.C, 1985, c. F-11.

6.7 On-going Opportunity for Qualification

A Notice will be posted once every five (5) years on the Government Electronic Tendering Service (GETS) to allow new Suppliers to become qualified. Existing qualified Suppliers, who have been issued a supply arrangement, will not be required to submit a new arrangement.

The closing date of individual RFPs will not be extended to accommodate bidders who are in the process of being pre-qualified. Only Suppliers who have been pre-qualified and have been awarded an SA will be allowed to submit bids for individual RFPs.

6.8 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 the Supply Arrangement;
- (b) the general conditions 2020 (2017-09-21), General Conditions - Supply Arrangement - Goods or Services
- (c) Annex A – Purchase Description – Ambulances Type I 4x4
- (d) Annex C - Quarterly Status Report;
- (e) the Supplier's arrangement dated _____ (*insert date of arrangement*) (*if the arrangement was clarified or amended, insert at the time of issuance of the arrangement: "as clarified on _____" or "as amended _____". (Insert date(s) of clarification(s) or amendment(s), if applicable).*

6.9 Certifications and Additional Information

6.9.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Supplier in its arrangement or precedent to issuance of the Supply Arrangement (SA), and the ongoing cooperation in providing additional information are conditions of issuance of the SA and failure to comply will constitute the Supplier in default. Certifications are subject to verification by Canada during the entire period of the SA and of any resulting contract that would continue beyond the period of the SA.

6.10 Applicable Laws

The Supply Arrangement (SA) and any contract resulting from the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

6.11 Supply Arrangement Reporting

The Supplier must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Supply Arrangement. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Supplier must provide this data in accordance with the reporting requirements detailed in Annex "C". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Supplier must still provide a "NIL" report.

The data must be submitted on a quarterly basis. The quarterly reporting 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;
- 4th quarter: January 1 to March 31.

The data must be submitted to the Supply Arrangement Authority no later than fifteen (15) calendar days after the end of the reporting period.

6.12 Transition to an e-Procurement Solution (EPS)

During the period of the Supply Arrangement, Canada may transition to an EPS for more efficient processing and management of individual contracts for any or all of the SA's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Supplier with at least a three-month notice to allow for any measures necessary for the integration of the Supply Arrangement into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Supplier chooses not to provide the supply arrangement of their goods or services through the e-procurement solution, the Supply Arrangement may be set aside by Canada.

6.13 Technical Changes, Substitutes and Alternatives

During the period of the Supply Arrangement any technical changes, substitutes and alternatives proposed by the Supplier, as mandated by the manufacturer or legislative body, must be evaluated for acceptance by the Technical Authority. Any substitutes and alternatives must be equivalent in form, fit, function and performance to what is being replaced and must be at no additional cost to Canada. Substitutes and alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A revision to the configuration compliance or a completed Design Change/Deviation form will be issued.

6.14 Meeting after Issuance of Supply Arrangement

Within ten (10) calendar days from the effective date of the SA, the Supplier must contact the Supply Arrangement Authority to determine if a meeting is required.

6.15 Progress Meetings

Progress Meetings will take place as and when required, at Canada's discretion.

6.16 Factory Certified Warranty Providers (FCWP)

The FCWP must have the facilities and manpower required to perform all warranty repairs on the vehicle / equipment.

B. BID SOLICITATION

6.1 Bid Solicitation Documents

Canada will use the bid solicitation template at Annex D. This template is provided as an example only. The latest versions of the template and terms and conditions will be used at time of bid solicitation.

6.2 Bid Solicitation Process

6.2.1 Bids will be solicited for specific requirements within the scope of the Supply Arrangement (SA) from Suppliers who have been issued a SA.

6.2.2 The bid solicitation will be posted on the Government Electronic Tendering Service (GETS) for a minimum period of five (5) calendar days.

6.2.3 a) The Department of National Defense will have the ability to complete the bid solicitation process and the award of individual contracts for requirements not exceeding \$5,000,000.00 (including applicable taxes) provided that they have delegation of authority.

b) All other identified users will have the ability to complete bid solicitation process and the award of individual contracts for requirements not exceeding \$400,000.00 (including applicable taxes) provided that they have delegation of authority.

c) PWGSC will be responsible for the bid solicitation process and the award of individual contracts for requirements exceeding the amount specified above.

6.2.4 The following forms must be used for the first page of the bid solicitation document and the first page of the resulting contract document. These forms are available on the [Electronic Forms Catalogue](http://publiservice-app.tpsgc-pwgsc.gc.ca/forms/text/search_for_forms-e.html) (http://publiservice-app.tpsgc-pwgsc.gc.ca/forms/text/search_for_forms-e.html) website.

PWGSC-TPSGC 9400-3, Bid Solicitation

PWGSC-TPSGC 9400-4, Contract

C. RESULTING CONTRACT CLAUSES

6.1 General

The conditions of any contract awarded under the Supply Arrangement will be in accordance with the resulting contract clauses of the template used for the bid solicitation.

For any contract to be awarded using the template, general conditions 2010A will apply to the resulting contract.

The latest versions of the template and terms and conditions will be used at time of bid solicitation.



ANNEX A

**PURCHASE DESCRIPTION
FOR
TYPE 1 4X4 AMBULANCES
ECC 140160**



NOTICE

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

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1. SCOPE

1.1 Scope

- a) This purchase description covers a modular aluminum ambulance body mounted on a Type I chassis (4x4), diesel engine driven, including one wheeled height adjustable stretcher, an attendant seat, and up to three passengers seats which alternately may be used to accommodate and secure a hand-carried stretcher (not included with the vehicle).

1.2 Instructions

- a) Requirements, which are identified by the word “must”, are mandatory. Deviations will not be permitted.
- b) Requirements identified with a “will” define actions to be performed by Canada and require no action/obligation on the Contractor’s part.
- c) Where “**must**” or “will” are not used, the information supplied is for guidance only.
- d) In this document “provided” **must** mean “provided and installed”.
- e) Where a technical certification is referred to in this specification, a copy of the certification or an acceptable Proof of Compliance **must** be supplied for the vehicle when requested by the Technical Authority.
- f) Metric measurements are used to define the requirement. Other measurements are for reference only and may not be exact conversions.
- g) Nominal dimensions reflect a method by which materials or products are generally identified, but which differ from the actual measured dimensions.

1.3 Definitions

- a) “**Technical Authority**” - The government official responsible for technical content of this requirement.
- b) “**Equivalent**” - Substitutes and alternatives that are equivalent in product, performance or a standard will be considered for acceptance by the Technical Authority where Proof of Compliance for equivalency for the respective requirement is provided for evaluation.
- c) “**Vehicle**” – The entire vehicle including all systems and sub-systems, in a complete manufactured state in accordance with the requirements in this Purchase Description.
- d) “**Road Legal**” – Applies to a self-propelled vehicle designed for or capable of transporting persons, property, material or permanently or temporarily affixed apparatus on a highway.
- e) “**5th percentile adult female**” – As defined in the *Motor Vehicle Safety Regulations (C.R.C., c. 1038)* a person having as physical characteristics a mass of 46.3 kg, height of 1499 mm, erect sitting height of 785 mm, normal sitting height of 752 mm, hip sitting breadth of 325 mm, hip sitting circumference of 925 mm, waist sitting circumference of 599 mm, chest depth of 191 mm,

bust circumference of 775 mm, chest upper circumference of 757 mm, chest lower circumference of 676 mm, knee height of 455 mm, popliteal height of 356 mm, elbow rest height of 180 mm, thigh clearance height of 104 mm, buttock-to-knee length of 518 mm, buttock-to-poples length of 432 mm, elbow-to-elbow breadth of 312 mm and seat breadth of 312 mm.

- f) **“95th percentile adult male”** – As defined in the *Motor Vehicle Safety Regulations (C.R.C., c. 1038)* a person having as physical characteristics a mass of 97.5 kg, height of 1849 mm, erect sitting height of 965 mm, normal sitting height of 930 mm, hip sitting breadth of 419 mm, hip sitting circumference of 1199 mm, waist sitting circumference of 1080 mm, chest depth of 267 mm, chest circumference of 1130 mm, knee height of 594 mm, popliteal height of 490 mm, elbow rest height of 295 mm, thigh clearance height of 175 mm, buttock-to-knee length of 640 mm, buttock-to-poples length of 549 mm, elbow-to-elbow breadth of 506 mm and seat breadth of 404 mm.
- g) **“Gross Axle Weight Rating (GAWR)”** - The value specified by the vehicle manufacturer as the load-carrying capacity of a single axle system, as measured at the tire-ground interfaces.
- h) **“Gross Vehicle Weight Rating (GVWR)”** - The value specified by the vehicle manufacturer as the loaded weight of a single vehicle.

2. APPLICABLE DOCUMENTS

2.1 Applicable Documents

- a) The following documents form part of this Purchase Description. Canada will not be supplying these documents. Sources are as shown:

Canadian Occupational Health and Safety Regulations (COHSR)

Motor Vehicle Safety Regulations (MVSr)

Safety Code 6 - Health Canada’s Radiofrequency Exposure Guidelines

Ontario Provincial Land Ambulance & Emergency Response Vehicle Standard

3. REQUIREMENTS

3.1 Standard Design

- a) **Latest Model** - The vehicle design **must** be the manufacturer’s latest model.
- b) **Industry Acceptability** - The vehicle design **must** have demonstrated industry acceptability by having been manufactured and sold commercially for at least 2 year, or be manufactured by a company that has at least 5 years’ experience in design and manufacturing of a comparable type of equipment of equivalent or greater complexity.
- c) **Engineering Certification** - Original manufacturers engineering certification **must** be provided upon request for major drive train components, and major equipment systems and assemblies, to demonstrate that assemblies are used within their design limitations.

- d) **Regulations** – The vehicle **must** conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture. International equivalent laws, regulations, and industrial standards will be accepted only if certified for equivalency by a professional engineer.
- e) **Published Ratings** - The vehicle **must** have system and component capacities equivalent to published ratings (i.e. product or component brochures).
- f) **Standard Components** - The vehicle **must** include all standard components, equipment and accessories for the model offered, although they may not be specifically described in this Purchase Description.
- g) **Spare Parts** - The manufacturer **must** select components readily available for a minimum period of 10 years from the date of manufacture.
- h) **Measurements** – Values for labels and indicators provided with equipment **must** be presented in metric units, or **must** have both imperial and metric units with metric dominant.

3.1.1 **Maintainability**

- a) The vehicle **must** be designed to permit access to all items required for servicing and maintenance.

3.2 **Operating Conditions**

3.2.1 **Weather**

- a) The vehicle **must** operate under the extremes of weather conditions found in Canada in temperatures ranging from -40 to 37° C (-40 to 99° F).

3.2.2 **Terrain**

- a) The vehicle **must** operate on paved roads, gravel roads, dirt road with severe potholes which include year round snow, mud, sand and ice.

3.3 **Safety Standards**

3.3.1 **Vehicle Safety Regulations**

- a) The vehicle **must** comply with the Motor Vehicle Safety Regulations (MVSR).
- b) The completed vehicle **must** have Safety Compliance Certification Label with a National Safety Mark (NSM), as a seal of compliance **or** be accompanied by a Vehicle Import Form containing proof of Inspection by the Registrar of Imported Vehicles.
- c) The vehicle **must** be comply with the Ontario Provincial Land Ambulance and Emergency Response Vehicle Standard.

3.3.2 Human Factors Engineering

- a) The vehicle, all systems, and components **must** comply with the relevant sections of the COHSR.
- b) The vehicle **must** be manufactured/assembled for safety and ease of use by CAF users with anthropometric characteristic measurements ranging from 95th percentile male to 5th percentile female.
- c) The vehicle **must** have entry and exit points equipped with handles and steps sized and positioned to accommodate CAF users with anthropometric characteristic measurements ranging from 95th percentile male to 5th percentile female.
- d) The vehicle **must** be equipped, with warning and instruction plates, non-slip walking surfaces and heat shields, for operator safety.
- e) The vehicle **must** be equipped with bolsters to protect people moving through openings from projections or obstructions.
- f) The vehicle **must** be equipped with interior grab bar handles and rails to assist the movement of people seated, or entering / exiting the ambulance.

3.4 Vehicle Performance, Ratings and Dimensions

3.4.1 Performance

- a) The vehicle, at GVWR, **must** sustain a speed of 120 km/h (74.6 mph) on a level paved road, for 30 minutes.
- b) The vehicle **must** accelerate from 0 km/h to 90 km/h (55.9 mph) within 25 seconds.
- c) The vehicle **must** maintain a minimum speed of 90 km/h (55.9 mph) on at least a 3% grade.
- d) The vehicle **must** maintain a minimum speed of 8 km/h (5.09 mph) on at least a 35% grade.
- e) The vehicle **must** have driver selectable modes:
 - i. Two wheel drive, high range;
 - ii. Four wheel drive, high range; and
 - iii. Four wheel drive, low range.

3.4.2 Weight Ratings

- a) The GVWR of the vehicle **must** not be less than the sum of the unloaded vehicle mass, the cargo carrying capacity, and the product obtained by multiplying the designated seating capacity by 68kg as defined in the *Motor Vehicle Safety Regulations (C.R.C., c. 1038)*.
- b) Each GAWR **must** be equal to or less than the load rating of the weakest component in the axle system.

- c) The total load on each axle of the vehicle **must** not exceed the GAWR for that axle.
- d) Axle loads **must** comply with all the provincial weight restrictions across Canada.
- e) The vehicle **must** have a payload capacity of at least 907 kg (2000 lbs).

3.4.3 Dimensions

- a) The vehicle **must** have road legal dimensions across Canada.

3.5 Engine

- a) The engine **must** operate on ultra-low sulphur diesel fuel to the CAN/CGSB Standard 3.517.

3.5.1 Cold Weather Starting Aids

- a) A low temperature engine starting aid **must** be provided to meet the operating conditions specified in Paragraph 3.2.
- b) A water separator/fuel filter **must** be provided.
- c) A 110-volt engine block heater(s) **must** be provided

3.5.2 Fuel Tank(s)

- a) The vehicle **must** have a fuel system, providing the vehicle with a minimum 500 km (311 mile) range, without refuelling, at GVWR, travelling over paved roads.

3.5.3 Anti-Theft

- a) The vehicle **must** be equipped with an anti-theft device that locks the steering and shifter, but allows the engine to keep running with all other mechanical and electrical functions operable, when the driver has removed the ignition key.

3.5.4 Automatic Engine High-Idle Speed Control

- a) The engine **must** be controlled by a system that is pre-set to increase the engine RPM, upon activation, to sustain the ambulance's total continuous electrical load, and maximum heating/air conditioning output.
- b) The system **must** only operate when the transmission is in "PARK".
- c) The system **must** be activated automatically after parking brake is engaged and the engine has been allowed to idle for more than 5 minutes, or the battery voltage falls below 12.5 volts.
- d) The system **must** disengage when the operator presses the service brake.

3.6 Transmission

- a) The vehicle **must** be equipped with fully automatic, equipped with an overdrive system and auxiliary oil cooler.

3.7 Braking System

- a) The braking system **must** include an anti-lock (ABS) brake system.

3.8 Suspension

- a) The vehicle **must** have an adjustable rear suspension, to facilitate loading and unloading the main cot.
- b) The adjustable rear suspension **must** be activated by opening the rear left door of the ambulance body.

3.9 Steering

- a) The vehicle **must** be provided with a power steering system.

3.10 Wheels, Rims and Tires

- a) Tires and rims **must** be selected in accordance with MVSR Technical Standards Documents No. 120, Revision 1R;
- b) Tires **must** have a tread pattern for use in the operating conditions described in Paragraph 3.2.
- c) The wheels, tires and rims **must** include valve extensions for inner tires, if used, to allow for easy access;
- d) All wheels **must** permit the use of tire chains.
- e) For each tire size provided, one full size spare tire assembly **must** be delivered with each vehicle.
- f) The spare wheel assembly and all tools required for to perform a tire change **must** be mounted and stored in a location on the vehicle which is accessible from ground level.

3.11 Chassis Accessories

- a) The chassis **must** be equipped with the Original Equipment Manufacturer (OEM) ambulance preparation package.
- b) The chassis **must** be equipped with front and rear tow hooks, accessible without having to crawl under the vehicle, to permit recovery of the vehicle.
- c) The vehicle **must** be provided with license plate mounting provisions, at the front and rear.

- d) Skid plate(s) **must** be provided on the underside of the vehicle to protect the engine and transmission from road debris.

3.12 **Cab**

- a) The vehicle **must** be equipped with a two person weatherproof, insulated and sound proofed cab.
- b) The vehicle **must** have a communication window located in the front wall of the ambulance body and accessible to the cab.
- c) The vehicle communication window position **must** be such that the driver may view the patient compartment by means of the interior rear view mirror.
- d) Driver and passenger seats **must** have leatherette or vinyl and include retractable **(3-point)** seat belts.
- e) Two rotating interior sun visors **must** be installed.
- f) Two heavy-duty, powered and heated exterior side mirrors, with convex section, **must** be provided with in-cab controls.
- g) AM/FM radio and auxiliary input **must** be provided, with:
 - i. An additional speaker installed near the attendant's seat in the patient compartment; and
 - ii. On/off and volume controls for the additional speaker located at the action wall.
- h) A rear facing back-up camera **must** be provided with colour output on a screen with a minimum size of 7 inches, which activates when the vehicle is reversing.
- i) A commercial Global Positioning System (GPS), suitable for vehicle navigation, **must** be provided, with dash mounting capability and lifetime map updates.
- j) Heating and air conditioning systems **must** be provided in the cab.
- k) Running boards **must** be provided on each side of the cab, with a minimum capacity of 225 kg (496 lbs).

3.12.1 **Cab Controls**

- a) Each control **must** be permanently marked to identify the function, in both English and French or international symbols as defined by SAE J1362.
- b) Controls **must** not restrict the operator's field of view.
- c) Control panel lights **must** be provided for adequate lighting for nighttime operations.
- d) An adjustable/tilt type steering wheel **must** be provided.
- e) A powered windshield washer sprayer and intermittent windshield wipers **must** be provided.

- f) Cruise control **must** be provided.
- g) Driver and passenger power windows and power door locks **must** be provided.
- h) Controls for the siren and lights **must** be provided.
- i) A backup warning signal control **must** be provided, for disabling the backup warning signal in a hospital area.

3.12.2 Instruments

- a) Instruments **must** be metric, visible to the seated driver in all lighting conditions, and include:
 - i. Voltmeters to monitor the OEM and conversion batteries;
 - ii. An engine coolant temperature indicator;
 - iii. An engine oil pressure indicator;
 - iv. An hour-meter;
 - v. A fuel level indicator;
 - vi. A speedometer;
 - vii. An engine tachometer;
 - viii. A door ajar warning indicator, indicating when any of the patient compartment or exterior storage doors are open; and
 - ix. A seat belt warning system, alerting the driver when restraints of occupied front cab seats are not fastened.

3.12.3 Communication System

- a) The communication system **must** be provided with:
 - i. Wiring leads, antennae mount, and space allocation for installation of the two-way radio;
 - ii. GL313 Brass NMO mount with gold plated center pin, 17' RG58, no connector. Available with RG58AU stranded core, RG58U solid core coax.
 - iii. Radio electrical power feed cables, with fuse protection;
 - iv. A Public Address system with sirens and operating modes of hi-lo, yelp, wail, P.A., air horn, and radio re-broadcast;
 - v. A two-way intercom system for communication between the cab and ambulance body;
 - vi. The intercom system **must** provide intercom control heads mounted on the front console and the ambulance body action wall.

3.13 Lubricants and Fluids

- a) All lubricants and fluids provided **must** meet the operating conditions specified in Paragraph 3.2.1.

3.14 Ambulance Body

3.14.1 Ambulance Body Dimensions

- a) The Ambulance body **must** have an exterior body length of 4,318 mm \pm 152mm (170 inches \pm 6 inches).
- b) The Ambulance body **must** have an exterior body width of 2,413 mm \pm 127mm (95 inches \pm 5 inches).
- c) The Ambulance body **must** have an interior body height of 1,829 mm \pm 76mm (72 inches \pm 3 inches).

3.14.2 Ambulance Body Exterior

- a) The Ambulance **must** have surfaces, edges, corners, and joints sealed from exposure to fluid with a waterproof bonding material, "silaprene" or equivalent.
- b) The Ambulance **must** prevent electrolytic action between dissimilar metals and materials.
- c) The Ambulance **must** have an integral rain gutter to permit rain run-off at the body corners.
- d) The Ambulance **must** have sound proofed rear wheel housings, constructed of a self-cleaning, durable material used to deflect water and objects thrown by the tires.

3.14.3 Body Mounting

- a) Vibration isolating body mounts **must** be provided.
- b) All body mounts **must** be designed and installed in accordance with the chassis manufacturer's guidelines.

3.14.4 Ambulance Body Accessories

- a) Fenders **must** be provided, extending over all tires.
- b) Plain mud flaps **must** be provided, covering the full width of the tires.
- c) Yellow safety grab rails **must** be provided, with textured grip.
- d) A rear step bumper **must** be provided with:
 - i. A minimum capacity of 225 kg (496 lbs);
 - ii. A minimum depth of 240 mm (9.4 inches);

- iii. A minimum width equal to the size of the rear door opening;
- e) A hinge or pivot to permit ambulance attendants to move closer to the doors for loading and unloading;

3.14.5 Exterior Ambulance Body Doors

- a) A curb-side exit door **must** be provided in the ambulance body, with a vented window equipped with a lock and screen.
- b) Rear double doors **must** be provided in the ambulance body, which:
 - i. Open independently to at least 150°; and
 - ii. Have a fixed window.
- c) Compartment doors **must** be provided on the sides of the ambulance body.
- d) All ambulance body doors **must**:
 - i. Prevent ingress of water, dust, or debris;
 - ii. Have “hold-open” devices;
 - iii. Be prevented from damaging the ambulance body during opening;
 - iv. Have exterior use, locking door handles, keyed alike;
 - v. Have a secondary system that will allow opening in the event of main ambulance conversion door lock mechanism(s) failure; and
 - vi. Have ambulance conversion windows made of automotive grade laminated glass, with the level of glass tinting between 10% and 20%, to reduce solar heating effects. If aftermarket tinting is used, it **must** be a metallic film with between 10% and 20% “Visible Light Transmission” of a smoke charcoal colour.

3.14.6 Exterior Storage Compartments

- a) Exterior Ambulance storage compartments **must** be integral to the body and constructed of aluminium.
- b) An oxygen compartment storing the oxygen system **must** be provided, accessible from the exterior and interior.
- c) An exterior common equipment compartment **must** be provided.
- d) An exterior backboard compartment **must** be provided.
- e) An exterior electrical equipment compartment **must** be provided.
- f) An exterior spare wheel assembly compartment **must** be provided.

- g) Exterior storage compartments **must** be provided with dry deck flooring.

3.14.7 **Ambulance Body Floor**

- a) The ambulance body floor **must** be at the lowest level permitted by the chassis/body.
- b) The ambulance body floor **must** withstand a distributed load of 735 kg/m² (150 lb/ft²).
- c) The ambulance body floor **must** be bonded to the sub-floor with a waterproof adhesive.
- d) The ambulance body floor material **must** be fireproof and slip-proof no wax type, mark resistant and scuff proof safety flooring.
- e) All floor level mouldings, edging and trim **must** be sealed to prevent fluids from seeping under cabinets, wall, etc.

3.14.8 **Patient Compartment**

- a) Where possible, interior patient compartment elements **must** be coated, sealed, and waterproofed to be impervious to soap, water, disinfectants and mildew.
- b) One (1) Stryker MX Pro R3 Main Cot, or equivalent, **must** be provided in the patient compartment, secured at three points to prevent movement during transit.
- i. The securement of the main cot **must** have the patient's head pointing toward the cab.
- ii. The mounting system for the main cot **must** be installed with a minimum of 330 mm (13 inches) clearance from the rear facing attendant's seat.
- iii. The patient compartment **must** be equipped with a rear door threshold safety hook, required for the main cot.
- c) An attendant's seat **must** be provided in the patient compartment, located near the head of the main cot, mounted on a pedestal.
- i. The attendant's seat **must** be a hospital-grade, leatherette padded water-proof seat with a high back and head rest equipped with a retractable three-point seatbelt.
- ii. The attendant's seat **must** be horizontally adjustable without having to move from a seating position, and pivot a minimum of 180°, lockable at every 45 degree increment.
- iii. The bench **must** have integrated storage under the seat, with a lid.
- iv. The bench **must** be equipped with provisions for mounting and securing an occupied T3 Lightweight Assault Litter (or equivalent) and patient.
- v. The placement of a T3 Lightweight Assault Litter (or equivalent) mounting provisions **must** accommodate the stretcher and patient without removing squad bench cushions.
- vi. The bench **must** be equipped with both hold open device(s) and latches to hold the bench closed.

- d) A removable, heavy-duty safety net **must** be provided in the patient compartment, installed vertically near the squad bench, with mounting points on the floor and roof, between the bench and cab, for protection of passengers in the event of a rapid deceleration.

3.14.9 Interior Shelving, Storage and Mounting

- a) Storage and shelving in the ambulance body **must** be made of aluminium.
- b) An action wall **must** be provided on the interior road-side.
- c) A work surface **must** be provided for the seated attendant, which retains loose material and is easy to clean.
- d) Near the work surface, the action wall **must** include:
 - i. A main oxygen system outlet which will be connected to a type “M” oxygen tank;
 - ii. Two way radio fitting; and
 - iii. Defibrillator platform. After vehicle delivery, Canada will supply a Defibrillator, Zoll AED Plus NSN 6515-01-540-3238.
- e) The action wall **must** be provided with controls, recessed or otherwise protected from accidental engagement, including:
 - i. Interior lighting controls, with high/off/low settings;
 - ii. Floodlight controls, for the floodlights mounted on at the rear and passenger side of the ambulance body.
 - iii. Compartment lighting controls, for interior and interior/exterior compartments
 - iv. Heater fan speed controls, with a minimum high, low and off settings;
 - v. Climate controls, for selecting heating or air conditioning; and
 - vi. Power supply, mounting bracket and applicable controls for portable suction unit. After vehicle delivery, Canada will supply a LSU Portable Suction unit NSN 6515-CF-002-9795 (Laerdal Suction model/item #78003020).
- f) A thermostat **must** be provided on the action wall, to control the temperature in the ambulance body.
 - i. The cabin temperature range **must** be a minimum of 15 to 23°C (59 to 74 F).
 - ii. The thermostat **must** be programmable, with a minimum setting of a seven-day schedule.
 - iii. The thermostat **must** be equipped with an override function allowing the heater to be turned on, independent of thermostat setting.

- g) Common storage compartments **must** be provided and accessible to the interior.
 - i. .At least three (3) shelves **must** be provided in the common storage compartments.
 - ii. The shelves **must** be adjustable, with a minimum capacity of 100 kg/m² (20.5 lb/ft²).
- h) Four wall or ceiling mounted IV hooks **must** be provided, with securing straps for the IV pouch, two at the midsection of each cot/stretchers location.

3.14.10 Interior Ambulance Body Doors

- a) All interior doors **must** close securely, to avoid unwanted opening in transit or as result of a vehicle collision.
- b) The interior storage compartment doors **must** slide open, left and right, for accessing the storage space.
- c) Sliding doors **must** be constructed of heavy duty, transparent, non-shattering material, such as Plexiglas or polycarbonate.
- d) Sliding doors, in their frames **must** flip up to allow full width and height access to the storage compartment.
- e) Handles **must** be provided on the sliding doors.

3.14.11 Oxygen System

- a) A hospital grade, piped oxygen system, rated to store and supply medical oxygen **must** be provided for connection to one (1) steel or aluminium type “M” oxygen tank.
- b) A minimum of two (2) jumbo “D” oxygen cylinder mounting cradles **must** be provided, on the body interior, suitable for storing aluminium or steel oxygen cylinders.
- c) A cylinder mounting cradle **must** be provided for one (1) steel or aluminium type “M” oxygen tank secured in an external compartment.
- d) The cylinder mounting cradles **must** allow cylinder transfer/cylinder type changeover, using only simple hand tools.
- e) The mounting cradle material **must** prevent damage to cylinders.
- f) A minimum of two (2) oxygen outlets **must** be provided
- g) The oxygen outlets **must** be Amico DISS Wall Outlet, model O-DISWAL-U-OXY, or equivalent.
- h) Two (2) oxygen outlets **must** be located:
 - i. On the action wall; and
 - ii. Near the top of the curb-side wall, located above the head of the forward bench seat.

- i) The oxygen outlets **must** be equipped with safety protection from impact, such as a cover.
- j) The oxygen system components **must** be colour coded to indicate oxygen.
- k) The ambulance body interior **must** be equipped with interior oxygen gas compartment access, equipped with a single door.
- l) The oxygen gas compartment door **must** be equipped with a centrally located transparent access panel, to allow access to the oxygen compartment for reading the pressure gauge and turning on the oxygen valve.

3.15 Ambulance Accessories

- a) One (1) battery operated clock, with seconds display, **must** be provided above the ambulance rear doors.
- b) Clock battery replacement **must** be without the use of tools.
- c) Tools required for changing tires, including a jack with a capacity to lift the loaded vehicle **must** be provided with the ambulance.
- d) An extrication combination tool (including an emergency glass break hammer and a seatbelt cutter), a pry bar, and a tool pouch **must** be provided and stored in one of the exterior compartments.
- e) Two (2) containers with a minimum capacity of 5 litres (1.32 US gal), one for waste disposal, and one for hazardous waste disposal **must** be mounted in an accessible dedicated location in the patient compartment.
- f) Three (3) sharps safety container mounts **must** be provided in the patient compartment of the ambulance.
 - i. The mounts **must** be able to hold a 5.1L rectangular sharps container.
 - ii. One mount **must** be located near the Captain's chair, one under the bench, and one that is mounted on the action wall.
 - iii. All mounts **must** facilitate hands-free access to the sharps safety containers.
- g) Two (2) ULC approved rechargeable fire extinguishers **must** be provided with a minimum 2.3 kg (5 lbs) capacity, 3A10BC rating, pressure gauge, and service inspection tag, mounted on quick release fire extinguisher brackets.
- h) One (1) portable spotlight, equipped with a trigger-like on/off control, **must** be provided, with a connector that can be plugged into a 12 volt DC power outlet.

3.16 Lighting

- a) The vehicle lighting **must** be LED type, and comply with Motor Safety Regulations (MVSr).
- b) The cab **must** be provided with:

- i. n/a;
 - ii. Turn, hazard and clearance lights;
 - iii. Recessed fog lights;
 - iv. In-cab dome light; and
 - v. Goose-neck style map light for passenger task lighting.
- c) The Ambulance body **must** be provided with:
- i. Emergency vehicle lighting in accordance with Ontario Provincial Land Ambulance & Emergency Response Vehicle Standard
 - ii. White patient compartment lighting, mounted as flush as possible, and automatically activating the low setting, when any patient compartment door is opened;
 - iii. Patient compartment cabinetry lighting, mounted in each compartment close to the door(s);
 - iv. Exterior compartment lighting; and
 - v. An action wall reading light, powered at all times.

3.17 Electrical System

- a) The ambulance **must** be provided with a minimum of four flush mounted, 12 Volt DC, polarized socket-type outlets, with continuous power.
- b) Two of the 12 Volt DC outlets **must** be dedicated incubator receptacles, installed on the driver-side cabinet wall near the head of the stretcher.
- c) Four GFI protected 110 Volt AC duplex outlets **must** be identified and mounted inside the ambulance body.
- d) The vehicle **must** be equipped with a minimum of two (2) maintenance free batteries, located in the engine compartment, and sized to exceed the expected maximum draw.
- e) The ambulance body **must** be equipped with a minimum of two (2) heavy-duty maintenance free, deep-cycle batteries, labelled "Conversion Battery".
- f) An isolator **must** be provided for all batteries to charge simultaneously, but not allow the batteries to draw from each other.
- g) An automatic relay system **must** be provided to allow the vehicle to be started from the secondary battery when the primary starting battery is drained.
- h) A master disconnect **must** be provided, to isolate the Ambulance body batteries and avoid drainage while in storage.

3.17.1 Alternators

- a) The vehicle **must** be equipped with alternator(s), supplied as part of the ambulance prep package.
- b) Alternator(s) output **must** power all vehicle cab and ambulance body requirements.
- c) Alternator(s) **must** be intended for use on 12 V DC charging systems.

3.17.2 Main Conversion Power Switching

- a) Stopping the engine **must** trigger an automated electrical shutdown system, which halts delivery of electricity to the ambulance conversion electrical system.
- b) Regardless of engine status, a continuous supply of power **must** be provided to the:
 - i. Two-way radio;
 - ii. Two-way intercom system
 - iii. 12 Volt DC outlets; and
 - iv. Action wall reading light.

3.17.3 Electrical Control Centre (ECC)

- a) An electrical control centre **must** be provided.
- b) The electrical control centre **must**.
 - i. Contain and permanently identify all electrical components;
 - ii. Be weather-proof;
 - iii. Be accessible to maintenance personnel;
 - iv. Have an "as built" electrical diagram on the ECC door/cover that identifies the devices, and wiring, as located within the ECC.

3.17.4 110 Volt External Auxiliary Power

- a) The vehicle must be equipped with a ULC certified 110 Volt AC power system.
- b) A 12 Volt DC to 110 Volt AC inverter **must** be provided with a minimum power of 1500 watts, operating when the engine is running, and automatically disconnecting when the external auxiliary power outlet is energized.
- c) A 20 amp auto-eject external auxiliary power supply inlet **must** be provided with GFI protection and a yellow cover, for use when the vehicle is parked and can be plugged into an external auxiliary power supply.

- i. The external auxiliary power **must** be the preferred power supply when it is connected.
- ii. The interior outlets **must** be switched over to the external auxiliary power supply when it is energized.
- iii. The system **must** be configured to provide constant power to the 110 Volt AC outlets.
- iv. The external auxiliary power supply **must** auto-eject upon start of the engine.

3.18 Patient Compartment Heating, Ventilation and Air Conditioning (HVAC)

- a) The ambulance body **must** be equipped with an HVAC system with accessible replaceable filters.
- b) The HVAC system **must** maintain fresh air conditions, with the capacity to completely change the ambient air within the ambulance body every 2.5 minutes, when stationary.
- c) Upon restart, the HVAC system **must** return to the same setting that was engaged when the power was turned off.
- d) The system **must** provide high volume capacity with low velocity delivery, for minimum draft circulation.
- e) The system **must** be designed to operate using recirculated and/or ambient air.

3.18.1 Supplemental Ambulance Body Heating

- a) The ambulance body **must** be equipped with an Espar®, Webasto®, or equivalent supplementary heating system, with capacity to meet the required operating conditions.
- b) The heating system **must** be thermostat controlled.
- c) The thermostat system **must** control the heating functions so that the temperature in the patient compartment is constant within +/- 2°C.
- d) The heating system **must** be powered by diesel fuel drawn from the main fuel tank.

3.19 Paint

- a) The cab, chassis and ambulance body **must** be provided with a high quality paint finish in accordance with the paint manufacturer's recommendations.
- b) A paint warranty **must** be provided, against paint peeling, cracking, blistering, corrosion, and UV paint fade.
- c) The cab and body exterior components **must** be painted prior to mounting, to assure full coverage.
- d) White paint **must** be applied to all exposed exterior surfaces which are normally painted for commercial trade.
- e) The interior colours **must** be the manufacturer standard shades of grey and/or blue.

3.19.1 Decaling Package

- a) Red reflective stripping **must** be provided running along the sides and rear of the ambulance.
- b) The Red Cross emblem **must** be provided, centred on the exterior sidewalls of the ambulance body on the left and right rear section sized within design limitations.
- c) The Red Cross emblem **must** be provided, centred on the top of the ambulance body roof.
- d) A display reflective signage stating "AMBULANCE" **must** be provided on sides, front (mirror image) and rear in a prominent contrasting colour to the background.
- e) For the sides and rear, the "AMBULANCE" legend **must** be approximately 180 mm high and proportional in width with bold front lettering, in a prominent contrasting colour to the background.
- f) The "AMBULANCE" reverse legend **must** be approximately 130 mm high and proportional in width with bold font lettering in a prominent contrasting colour to the background.

3.20 Corrosion Protection

- a) The vehicle **must** be designed and manufactured to prevent galvanic corrosion.
- b) The materials used in the vehicle manufacturing **must** resist damage or deterioration as a result of cleaning with hot or cold water, steam, or detergents.
- c) A commercial rust prevention coating **must** be applied to the vehicle, such as Krown Rust Control or Rust Check.
- d) A decal and warranty papers for the rust prevention coating **must** accompany the vehicle.

3.21 Warning, Markings and Instruction Plates

- a) The vehicle **must** be equipped with warnings and instruction plates in accordance with industry standards for a patient transfer vehicle.
- b) All identification, instructional, and warning labels **must** be bilingual or International symbols defined in SAE J1362.
- c) All identification, instructional, and warning labels **must** within view of the operator.
- d) All indicators and controls **must** be permanently labelled.

3.21.1 Vehicle identification

- a) The vehicle identification information **must** be permanently affixed in a conspicuous and protected location.
- b) Identification information **must** include the cab and chassis manufacturer's name, model number, serial number, and model year.
- c) Identification information **must** include the body manufacturer's model and serial number.

- d) Identification information **must** include the equipment manufacturer's model and serial number.
- e) Identification information **must** include the GVWR and GAWR ratings.

4. INTEGRATED LOGISTIC SUPPORT

4.1 Vehicle Manuals– All manuals required for the description, operation, maintenance and repair of the complete equipment, including sub-systems, **must** be provided.

4.1.1 Operator's Manuals

- a) The operator's manuals **must** be bilingual (English/French).
- b) The operator's manuals **must** include instructions for the safe operation of the vehicle.
- c) The operator's manuals **must** include daily operator maintenance instructions/checks (including lubrication).
- d) The operator's manuals **must** include safety warnings.
- e) The operator's manuals **must** include hand signals (as necessary).

4.1.2 Parts Manual(s)

- a) The parts manual(s) **must** be in English (bilingual including French is desirable).
- b) The parts manual **must** have illustrations showing all components of the vehicle including equipment and accessories from other manufacturers that are supplied to meet the requirements of the contract, with numbers for the itemization of the parts.
- c) The parts manual **must** have a listing for all itemized parts showing the Original Equipment Manufacturers (OEM) part number, the part name and a brief description of the item.
- d) The parts manual **must** cross reference the OEM part number to the correct illustration and item number.
- e) The parts manual **must** have a representation of bilingual warning signs and identification labels delivered on the equipment.

4.1.3 Maintenance Manuals

- a) The maintenance manual **must** be in English (bilingual including French is desirable).
- b) The maintenance manual **must** include a trouble shooting guide, showing the steps and tests required to determine the exact cause of a problem and an explanation of the steps required to correct a problem.
- c) The maintenance manual **must** include a listing of the necessary tolerances, torque levels, fluid volume, and special tools (including item part numbers).

- d) The maintenance manual **must** include information on the order of disassembly and assembly of the systems and components of the vehicle.
- e) The maintenance manual **must** include a wiring diagram.

4.1.4 **Manual Delivery to Technical Authority**

- a) Sample manuals **must** be submitted to the Technical Authority (TA) prior to the delivery of the vehicle/trailer for each model and or sub-system for approval. Sample manuals will not be returned. TA will provide approval or comments on the manuals within 30 days.
- b) One (1) complete set of approved manuals (Operator's, Maintenance, and Parts) in electronic format **must** be delivered to the Technical Authority.

4.1.5 **Manual Delivery with Vehicle**

- a) One (1) complete set of manuals (Operator's, Maintenance, and Parts) **must** accompany each vehicle, shipped to each location.
- b) The manuals **must** be in electronic format.
- c) The Operator's manuals **must** be in paper and electronic format.

4.1.6 **Electronic Format**

- a) Approved copies of the electronic format manuals **must** be delivered with the vehicle.
- b) Electronic Format **must not** require installation, password and/or Internet connection to be accessed and be an unlocked PDF in a searchable format.

4.1.7 **Provisional Manuals**

- a) In the event that approved manuals are not available at the time of delivery of the equipment, manuals marked "Provisional" **must** be supplied with the equipment.
- b) The contractor **must** deliver replacement approved manuals to all destinations where Provisional manuals were delivered.

4.1.8 **Manual Supplements**

- a) The contractor **must** supply manual supplements (Operator's, Maintenance and Parts) to support dealer-installed equipment not covered in the Vehicle Manuals.
- b) Manual supplements **must** be delivered in accordance with 4.1.4 and 4.1.5.

4.1.9 **Translation and Reproduction Rights**

- a) The Canadian Government **must** reserve the right to translate and reproduce, for Government use only, all or any part of the publications supplied, including the training packages delivered against the contract agreement.

4.1.10 Changes to Manuals

- a) During the period of the contract, changes to equipment, which affect the contents of manuals, **must** be reflected in the revision of the electronic and paper version of the manuals.
- b) Changes to the manuals **must** conform to the same format and presentation requirements as the original manuals.
- c) The revised electronic version of the manual **must** be sent to the Technical Authority by the Contractor.

4.2 Warranty Letter

- a) The warranty letter **must** include a list of all Canadian designated warranty service providers that will honour the warranty for the equipment and attachments (if applicable) procured under this contract, including the contact person and phone number at each warranty service provider.
- b) The warranty letter **must** include additional warranty coverage of sub-systems and a copy of the warranty letter from each sub-system's Original Equipment Manufacturer (OEM).
- c) The warranty letter **must** include warranty period as negotiated in the contract.
- d) The warranty letter **must** include Contractor contact information, name and phone number, for warranty support.
- e) Provide a bilingual copy to the Technical Authority and with each vehicle delivered in the approved DND format.

4.2.1 Warranty Letter Delivery

- a) The Contractor **must** provide a bilingual warranty letter to the Technical Authority and with each vehicle. If the Technical Authority requires the letter to be in DND format, then they will provide the Contractor a template for the DND acceptable format of the warranty letter.

4.3 Other ILS Deliverables to Technical Authority

4.3.1 Data Summary

- a) The Contractor **must** provide a bilingual Data Summary for each make/model/configuration of vehicle by completing Technical Authority's template with data and a vehicle picture.

4.3.2 Photographs

- a) The Contractor **must** provide photographs in colour, taken against a plain background, and in digital JPEG format with a minimum 10 megapixel resolution.
- b) One left front three-quarter view of a completed unit **must** be provided.
- c) One right rear three-quarter view of a completed unit **must** be provided.

4.3.3 **Dimensioned Drawing**

- a) One side and front view sketch showing the dimensions **must** be provided. Brochure sketches are acceptable.

4.3.4 **Special Tools List** - The Contractor **must** provide an itemized list of specific special tools required for the servicing and repair of the vehicle and include:

- a) Item name;
- b) Contractor's part number;
- c) Manufacturer's part number (OEM);
- d) Quantity recommended per delivery location;
- e) Unit price; and
- f) Unit of issue.

4.3.5 **Preventive Maintenance Replacement Parts Kit List (PMRPKL)** - The contractor **must** provide a list detailing the parts that are required to perform preventive maintenance to the system for a period of 12 months, and include:

- a) Item name;
- b) Contractor's part number;
- c) Manufacturer's part number (OEM);
- d) Manufacturer's NATO Supply code (NCAGE) or name and address;
- e) NSN (NATO Stock Number) (if known);
- f) Quantity per equipment;
- g) Quantity recommended;
- h) Unit price; and
- i) Unit of issue.

4.3.6 **Recommended Spare Parts List (RSPL)** - The Contractor **must** provide a list detailing the spare parts deemed necessary to maintain the vehicle for a period of 12 months exclusive of any warranty period, and include:

- a) Item name;
- b) Contractor's part number;

- c) Manufacturer's part number (OEM);
- d) Manufacturer's NATO Supply code (NCAGE) or name and address;
- e) NSN (NATO Stock Number) (if known);
- f) Quantity per equipment;
- g) Quantity recommended;
- h) Unit price; and
- i) Unit of issue.

4.4 Safety Recalls and Servicing Data

- a) Safety recalls, and manufacturer's technical service bulletins, or equivalent **must** be provided to the technical authority and the final delivery locations on a continuing basis, throughout the life expectancy of the vehicle or for no less than 10 years.

4.5 Training

4.5.1 Maintenance Training

- a) The Contractor **must** provide a maintenance training course.
- b) The course **must** be given at the delivery destination and be available in both official languages.
- c) The course **must** have a minimum duration of 4 hours to provide training of up to twelve (12) maintenance personnel and have the final dates arranged with the Technical Authority.
- d) The course **must** have a syllabus or course outline and schedule available for review thirty (30) days prior to the course commencement date.
- e) After completion of the course, the Contractor **must** have a "*PROOF OF MAINTENANCE TRAINING*" certificate signed by a Canada Representative for the destination. The Technical Authority will supply this document in an electronic format.

4.5.2 Maintenance Training Curriculum

- a) Operator's training detailed in Paragraph 4.6.4 below **must** be included in the curriculum.
- b) Operation and maintenance safety precautions **must** be included in the curriculum.
- c) Preventive maintenance including servicing schedules **must** be included in the curriculum.
- d) Trouble shooting, testing, and adjustments **must** be included in the curriculum.
- e) Special tools and test equipment **must** be included in the curriculum.

4.5.3 Operator Training

- a) The Contractor **must** provide an operator training course.
- b) The course **must** be given at the delivery destination and be available in both official languages.
- c) The course **must** have minimum duration of 4 hours to provide training for up to twelve (12) operators and have the final dates arranged with the Technical Authority.
- d) The course **must** have a syllabus or course outline and schedule available for review thirty (30) days prior to the course commencement date.
- e) After completion of the course the Contractor **must** have a “*PROOF OF OPERATOR TRAINING*” certificate signed by a Crown Representative for the destination. The Technical Authority will supply this document in an electronic format.

4.5.4 Operator Training Curriculum

- a) Safety precautions to be observed while operating and servicing the vehicle **must** be included in the curriculum.
- b) Vehicle operating characteristics **must** be included in the curriculum.
- c) Vehicle operating procedures **must** be included in the curriculum.
- d) Pre-operating and pre-shutdown procedures **must** be included in the curriculum.
- e) Daily/weekly operator servicing procedures **must** be included in the curriculum.

APPENDIX A – CONFIGURATION OPTION – Ambulance Type 1

A.1.1 Features and Accessories Table

- a) The following table indicates, the features and accessories that **must** be provided upon request in the contract, with reference to the applicable paragraph number.

Characteristic	Para
Ambulance exterior custom decal package as per requisition demands.	3.19.1
Ambulance exterior custom paint colour as per requisition demands.	3.19 d)

Annex B

Title:

Technical Evaluation

Matrix

Date:

15-Apr-19

Instructions:

This Technical Evaluation Matrix covers the mandatory technical criteria, which **must** be provided by the Bidder for evaluation of the proposed solution to the requirement specified in the Purchase Description.

“Substantive Information” must be provided for each corresponding performance requirement/specification stated in this Technical Evaluation Matrix.

If an **“Equivalent”** is being offered for any requirement in the Purchase Description it **must** be submitted for technical evaluation with Substantive Information proving the equivalency.

Bidders should indicate the document name/title and page number where the Substantive Information can be found for each evaluation criteria.

Definitions for **“Equivalent”** and **“Substantive Information”** are as follows:

“Substantive Information” - This is defined in SACC Clause A9097T.

“Equivalent” - Substitutes and alternatives that are equivalent in product, performance or a standard will be considered for acceptance by the Technical Authority where Substantive Information proving the equivalency for the respective requirement is provided for evaluation.

**Technical Evaluation Matrix
- AMBULANCES TYPE 1 4X4**

Bidder Information

Bidder Name: _____
 Proposal Date: _____
 Proposed Make and Model: _____

Technical Mandatory Criteria			
PD Reference	PD Requirement	Bid Evaluation Requirement	Location in Bid Proposal
3.1 b)	<p>b) Industry Acceptability - The vehicle design must have demonstrated industry acceptability by having been manufactured and sold commercially for at least 2 year, or be manufactured by a company that has at least 5 years' experience in design and manufacturing of a comparable type of equipment of equivalent or greater complexity.</p>	<p>The Bidder must provide client information for industry acceptability and/or experience as specified in the purchase description.</p> <p>Client information must include: - Client name and location - Year completed - List of make(s)/model(s).</p>	
3.8	<p>3.8 Suspension a) The vehicle must have an adjustable rear suspension, to facilitate loading and unloading the main cot.</p>	<p>Substantive Information.</p>	
3.14.1	<p>Ambulance Body Dimensions a) The Ambulance body must have an exterior body length of 4,318 mm \pm 152mm (170 inches \pm 6 inches). b) The Ambulance body must have an exterior body width of 2,413 mm \pm 127mm (95 inches \pm 5 inches). c) The Ambulance body must have an interior body height of 1,829 mm \pm 76mm (72 inches \pm 3 inches).</p>	<p>Bidder must provide drawings indicating proposed demension of ambulance body.</p>	

3.14.8	Patient Compartment b) One (1) Stryker MX Pro R3 Main Cot, or equivalent, must be provided in the patient compartment, secured at three points to prevent movement during transit.	Substantive Information.	
3.14.11	Oxygen System g) The oxygen medical gas outlets must be Amico DISS Wall Outlet, model O-DISWAL-U-OXY, or equivalent.	Substantive Information.	
Proposed Equivalents			
PD Reference	PD Requirement	Bid Evaluation Requirement	Location in Bid Proposal

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XXXXX-XXXXXXXXXX

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Buyer ID - Id de l'acheteur
XXXXX

Client Ref. No. - N° de réf. du client
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XXXXX.XXXXX-XXXXXX

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Annex "C" - Part 5 of the Bid Solicitation - Federal Contractors Program for Employment Equity - Certification (*if applicable, over \$1M taxes included*)

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PART 1 - GENERAL INFORMATION

1.1 Requirement

Canada is seeking proposals to procure:

“insert quantity, Ambulances Type I 4x4 and related items as described in Annex “A” - Pricing and in accordance with Supply Arrangement E60HP-19AMBU.

1.2. Debriefings

Bidders may request a debriefing on the results of the bid solicitation. Bidders should make the request to the Contracting Authority within 15 working days of receipt of notification that their bid was unsuccessful. The debriefing may be provided in writing, by telephone or in person.

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.

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PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The 2003 (2019-03-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.2 Submission of Bids

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

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

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

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

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a "proprietary" nature must be clearly marked "proprietary" at each relevant item. Items identified as proprietary will be treated as

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XXXXX.XXXXX-XXXXXX

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such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

2.4 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

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

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

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

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

Bidders must submit the signed Product Conformance required under Part 5 - Certifications.

Section II: Financial Bid

Bidders must submit their bid in accordance with the Basis of Payment specified in Part 6 and Annex A - Pricing.

3.1.1 Electronic Payment of Invoices – Bid

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

If Annex “B” 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.

3.2 Exchange Rate Fluctuation Risk Mitigation

1. The Bidder may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Bidder claims for an exchange rate adjustment, this request must be clearly indicated in the bid at time of bidding. The Bidder must submit form [PWGSC-TPSGC 450](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/450-eng.html)  (http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/450-eng.html), Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.

2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
4. At time of bidding, the Bidder must complete columns (1) to (4) on form [PWGSC-TPSGC 450](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/450-eng.html)  (http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/450-eng.html), for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Bidder will not be accepted for the purposes of this exchange rate fluctuation provision.

Section III: Certifications

Bidders must submit the certifications required under Part 5 - Certifications.

Section IV Additional Information

Canada requests that bidders submit the following information:

3.3 Delivery

Firm Quantity

While delivery of the **vehicle(s)** is requested by "**insert date**" _____, the best delivery that can be offered is as follows:

Item 001 – "**insert quantity**, Ambulances Type I 4x4 and related items will be delivered to final destination within _____ calendar days from the effective date of the contract.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1. Evaluation Procedures

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

4.1.1 Mandatory Technical Evaluation Criteria

Product Conformance

Bidders must submit a signed Product Conformance.

4.1.2 Mandatory Financial Evaluation Criteria

4.1.2.1 Bidders must provide, with their bid, the financial information requested in the bid solicitation and at Annex A - Pricing for all items.

4.1.2.2 The prices of the bid must be in Canadian dollars, DDP Delivered Duty Paid at destination, Incoterms 2000, for all items. Canadian Custom Duties and Excise Taxes included where applicable, and Applicable Taxes are extra.

4.1.2.3 Aggregate Evaluated Price

The firm unit price for each item will be multiplied by their identified quantity and the results for all items will be added together.

4.2. Basis of Selection

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

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 Precedent to Contract Award and Additional Information

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

5.1.1 Federal Contractors Program for Employment Equity - Bid Certification

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

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

*(Insert the following paragraphs for requirements issued on behalf of a Department or Agency subject to the FCP, estimated at **\$1,000,000 and above**, options excluded and Applicable Taxes included: (consult [Annex 5.1](#) of the Supply Manual). Refer also to Part 6 - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification in the bid solicitation)*

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Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed Annex "C" titled "Federal Contractors Program for Employment Equity – Certification", before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

5.1.3 Product Conformance

The Bidder certifies that all vehicles/equipment being offered are identical to those proposed and accepted under Supply Arrangement **E60HP-19AMBU**.

Make

Model

Bidder's authorized representative signature

Date

PART 6 - RESULTING CONTRACT CLAUSES

6.1. Requirement

6.1.1 The Contractor must deliver 'insert quantity, Ambulances Type I 4x4 and related items as described in Annex "A" - Pricing and in accordance with Supply Arrangement E60HP-19AMBU.

6.2. 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.

6.2.1 General Conditions

2010A (2018-06-21) General Conditions - Goods (Medium Complexity), apply to and form part of the contract.

Section 09 entitled Warranty of General Conditions 2010A is amended as follows:

At subsection 1, delete the following: "The warranty period will be twelve (12) months" and replace with the following:

- i. 10 years on the modular ambulance;
- ii. 5 years for the ambulance conversion;
- iii. 5 years for the electrical system;
- iv. 2 years for sub components;
- v. 2 years for paint; and
- vi. OEM standard warranty for cab and chassis.

All other provisions of the warranty section remain in effect.

6.3. Term of Contract

6.3.1 Delivery of the Vehicle(s)

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Delivery date of the vehicle(s) must be made as follows:

Item 001 - " insert quantity, Ambulances Type I 4x4 and related items must be delivered to final destination on or before _____ (Date to be inserted by the Contracting Authority at time of contract award.)

6.4. Authorities

6.4.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: _____ *(To be inserted at time of contract award.)*
Title: _____
Organization: _____
Telephone: _____
E-mail: _____

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.4.2 Procurement Authority

The Procurement Authority for the Contract is:

Name: _____ *(To be inserted at time of contract award.)*
Title: _____
Organization: _____

Telephone: _____
E-mail: _____

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to

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the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

6.4.3 Technical Authority:

The Technical Authority for the Contract is:

Name: _____ *(To be inserted at time of contract award.)*

Title: _____

Organization: _____

Telephone: ____ - ____ - ____

E-mail: _____

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

6.4.4 Quality Assurance Authority *(For DND requirements only)*

The National Defence Quality Assurance Authority is:

Name: _____ *(To be inserted at time of contract award.)*

Title: _____

Organization: _____

Telephone: ____ - ____ - ____

E-mail: _____

DQA is the Quality Assurance Authority of the Department of National Defence for whom the work is being carried out under this Contract. DQA is responsible to monitor the Supplier's Quality Management System to provide confidence that the Supplier has the ability to fulfill the quality requirements in the contract.

6.4.5 Contractor's Representative

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Name and telephone number of the person responsible for:

General enquiries

Name: _____ *(To be completed by the bidder.)*

Title: _____

Telephone: ____ - ____ - ____

E-mail: _____

Delivery follow-up

Name: _____ *(To be completed by the bidder.)*

Title: _____

Telephone: ____ - ____ - ____

E-mail: _____

6.4.6 Factory Certified Warranty Providers

The following dealer and/or agent is authorized to provide after sales service, maintenance and warranty repairs and a full range of repair parts for the vehicle/equipment offered:

Item _____ **Cab and Chassis** (repeat if more than one destination for firm quantity)

Name: _____

Address: _____

Telephone Number: _____

Distance between the delivery location and the dealer and/or agent: _____ km

Ambulance Body

Name: _____

Address: _____

Telephone Number: _____

Distance between the delivery location and the dealer and/or agent: _____ km

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6.5. Payment

6.5.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm price(s) specified in Annex "A" - Pricing, and as follows:

6.5.1.1 Basis of Payment (BOP) type 1

Firm prices in accordance with Annex A - Pricing, in Canadian dollars, Delivered Duty paid, Incoterms 2000, at final destination identified in Annex A Pricing, including Custom Duties and Excise Taxes where applicable, applicable Taxes extra if applicable.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision. (if applicable)

6.5.2 Electronic Payment of Invoices – Contract (if Applicable)

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

6.5.3 SACC Manual Clauses

C6000C	Limitation of price	2017-08-17
H1001C	Multiple Payments	2008-05-12
C3015C	Exchange rate fluctuation adjustment	2017-08-17

6.6 Invoicing Instructions

6.6.1 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. Suppliers are requested to provide invoices in electronic format unless otherwise specified by the Contracting Authority or Project Authority, thereby reducing printed material.

Each invoice must be supported by:

- (a) a copy of the release document and any other documents as specified in the Contract;

6.6.2 Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the following address for certification and payment:

Client Department Address

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

6.6.3 Holdback

A ten percent (10%) holdback will apply on the total price of each **(insert Item numbers)** on any due payment of the said vehicle/equipment. Release of the holdback (10%) is conditional upon receipt and certified acceptance by inspection authority of the said vehicle and all ancillary items as identified in Annex "A" - Pricing.

Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Taxes payable as it was claimed and payable under the previous invoice.

- (a) The original and one (1) copy of the invoice for the holdback must be forwarded to the Procurement Authority identified under the section entitled "Authorities" of the Contract.
- (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.7. Certifications

6.7.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by

Canada during the entire period of the Contract.

6.7.2 Federal Contractors Program for Employment Equity - Default by the Contractor

(Include the following paragraphs for requirements issued on behalf of a Department or Agency subject to the FCP, with a contract value at \$1,000,000 and above, options excluded and Applicable Taxes included.)

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4)" list (https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4) The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

6.8 Applicable Laws

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

6.9 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) 2010A (2018-06-21) General Conditions - Goods (Medium Complexity);
- (c) Annex "A" - Pricing;
- (d) Annex "C" - Federal Contractors Program for Employment Equity - Certification *(if Applicable over \$1M taxes included)*
- (e) the Contractor's bid dated _____

6.10 SACC Manual Clauses *(Use applicable clauses)*

Clauses A9006C, A9062C, C2800C, C2801C, D5510C, D5515C, D5540C, D5545C, D5604C, D5605C, D5606C are for DND requirements only.

A1009C	Work Site Access	2008-05-12
A9006C	Defence Contract	2012-07-16
A9049C	Vehicle Safety	2011-05-16

A9062C	Canadian Forces Site Regulations	2011-05-16
C2800C	Priority Rating	2013-01-28
C2801C	Priority Rating - Canadian-based Contractors	2017-08-17
D3010C	Delivery of Dangerous Goods / Hazardous Products	2016-01-28
D5510C	Quality Assurance Authority (Department of National Defence) - Canadian-based Contractor	2017-08-17
D5515C	Quality Assurance Authority (DND) - Foreign-based and United States Contractor	2010-01-11
D5540C	ISO 9001:2008 Quality Management Systems - Requirements (QAC Q)	2019-05-30
D5604C	Release Documents - Foreign based Contractor	2008-12-12
D5605C	Release Documents - US based Contractors	2010-01-11
D5606C	Release Documents - Canadian-based Contractors	2017-11-28
D9002C	Incomplete Assemblies	2007-11-30
G1005C	Insurance	2016-01-28

6.11 Inspection and Acceptance

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

6.12 Preparation for Delivery

The vehicle / equipment must be serviced, adjusted and delivered in condition for immediate use. The interior and exterior must be cleaned before leaving the factory and being released to **inspection authority or consignee** personnel at the final delivery location.

The fuel tanks must be at least half full prior to release of the vehicle(s) to **inspection authority or consignee**.

6.13 Shipping Instructions - Delivery at Destination

6.13.1 The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (**as detailed at Annex "A" - Pricing**). Unless otherwise directed, delivery must be made by the most economical means. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and taxes.

6.13.2 The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the contacts specified in Annex "A"- Pricing. The consignee may refuse shipments when prior arrangements have not been made.

6.14 Release Documents - Distribution *(To be used only for DND requirements)*

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 OK2
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 OK2
E-mail: ContractAdmin.DQA@forces.gc.ca.

6.15 Post-Contract Award Meeting/Pre-Production Meeting

Within ten (10) calendar days from the effective date of the Contract, the Contractor must contact the Contracting Authority to determine if a post-contract award meeting is required. A meeting will be convened at the discretion of the Technical Authority after contract award to review technical and contractual requirements. The Contractor shall be responsible for the preparation and distribution of the minutes of meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Contractor's facilities or at a Government facility or via teleconference, at Canada's discretion at no additional cost to Canada, with representatives of the Contractor, the client department and Public Services and Procurement Canada.

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6.16 Material

Material supplied must be new unused and of current production by manufacturer.

6.17 Interchangeability

Unless changes during the production run are authorized by Contracting Authority, all vehicles supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

6.18 Packaging

The methods used for preservation and packaging must be in conformity with the Contractor's normal standard for domestic shipment or, if necessary, with standards for overseas shipment as below deck cargo and Air cargo shipment.

6.19 Service at Delivery

The Contractor must send a Service Representative to each delivery destination to perform the assembly/preparation on all vehicles delivered. Cost to provide this service must be included in the price of each vehicle.

6.20 Vehicle Recall Notices

All vehicle recall notices must be forwarded to the Technical Authority.

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ANNEX "A" - PRICING

Item 001 Ambulances Type I 4x4

The Contractor must deliver the vehicle/equipment including the manuals, CD of all approved manuals, data summary, photographs, warranty letter(s), preventative maintenance replacement parts kit list, dimensioned drawings, line setting ticket, special tools list and Operator and Maintenance training in accordance with SA E60HP-19AMBU.

Ambulance exterior custom decal package _____

Ambulance exterior custom paint colour _____

The Ambulance 4x4 Type I and ancillary items must be delivered to:

Delivery contact: _____ (Name to be inserted by PWGSC at time of contract award.)

Date of delivery: _____ (Date to be inserted by PWGSC at time of contract award.)

Firm unit price of \$ _____ per **vehicle**, including all equipment, options **and related items**, in accordance with Basis of Payment type 1 (as detailed at Clause 6.5.1 Basis of Payment).

Quantity: _____ **"insert qty"**

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ANNEX "B" TO PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

- () VISA Acquisition Card;
- () MasterCard Acquisition Card;
- () Direct Deposit (Domestic and International);
- () Electronic Data Interchange (EDI);
- () Wire Transfer (International Only);
- () Large Value Transfer System (LVTS) (Over \$25M)

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ANNEX "C" TO PART 5 OF THE BID SOLICITATION
(insert if applicable over \$1M taxes included)

**FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY -
CERTIFICATION**

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [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>).

Date: _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- () A1. The Bidder certifies having no work force in Canada.
- () A2. The Bidder certifies being a public sector employer.
- () A3. The Bidder certifies being a [federally regulated employer](https://www.canada.ca/en/employment-social-development/programs/employment-equity/regulated-industries.html) (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/regulated-industries.html>) being subject to the [Employment Equity Act](http://laws-lois.justice.gc.ca/eng/acts/E-5.401/) (<http://laws-lois.justice.gc.ca/eng/acts/E-5.401/>).
- () A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

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A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity \(AIEE\)](#) in place with ESDC - Labour.

OR

A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity \(LAB1168\)](#) to ESDC – Labour (<https://catalogue.servicecanada.gc.ca/content/EForms/en/Detail.html?Form=LAB1168>). As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC C-Labour.

B. Check only one of the following:

B1. The Bidder is not a Joint Venture.

OR

B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)