



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
Halifax
Nova Scotia
B3J 1T3
Bid Fax: (902) 496-5016

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Title - Sujet Sprung Shelter	
Solicitation No. - N° de l'invitation W355B-200272/A	Date 2019-12-02
Client Reference No. - N° de référence du client W355B-20-0272	
GETS Reference No. - N° de référence de SEAG PW-\$HAL-501-10838	
File No. - N° de dossier HAL-9-83136 (501)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-01-15	
Time Zone Fuseau horaire Atlantic Standard Time AST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Beck, Sue	Buyer Id - Id de l'acheteur hal501
Telephone No. - N° de téléphone (902) 240-5159 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE BLDG D200 DR 13 7HD STN FORCES P.O.BOX 99000 HALIFAX NOVA SCOTIA B3K5X5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address
**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

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

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

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

PWGSC FILE No W355B-200272

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP) of the Industrial Security Sector (ISS), Public Works and Government Services (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP/ISS/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP/ISS/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at Annex _____;
 - b) *Industrial Security Manual* (Latest Edition).

1.2 Statement of Requirement

The Department of Defence (DND) Fleet Maintenance Facility Cape Scott (FMF CS), has a requirement for the engineering, supply and installation of one (1) Fabric Storage Shelter. Both ends of the shelter must be constructed of Hollow Structural Steel framing and covered with fabric. The shelter must meet or exceed the specifications outlined in Annex A.

All parties tendering should visit the site of the work prior to submission of tenders and make themselves thoroughly acquainted with site conditions, conditions of existing objects to be removed, degree of exposure and all information necessary for the proper carrying out of the work covered by the drawings and this Specification. Submission of Tender will be deemed that Contractor is conversant with site conditions.

The Crown will give no consideration whatsoever to any claim by the Contractor resulting from failure to have made all the necessary investigations prior to tendering.

Optional Site Visit

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at FMF Cape Scott, CFB Halifax, 2365 Provo Wallis Halifax NS on 12 December 2019.

The site visit will begin at 1300 hrs EST, meeting at the Rainbow Gate to be escorted to the site location.

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Bidders are requested to communicate with the Contracting Authority no later than 10 December 2019 1200hrs EST to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance sheet.

Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

1.3 Debriefings

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

1.4 Trade Agreements

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

1.5 epost Connect service

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<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](#) (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days
Insert: 120 days

2.2 Submission of Bids

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

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Bid Receiving
Public Works and Government Services Canada
1713 Bedford Row,
Halifax, N.S.
B3J 1T3

Note: For bidders choosing to submit using epost Connect, the email address is:

TPSGC.RARceptionSoumissionsNE-ARBidReceivingNS.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.

Facsimile number: (902)496-5016

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

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

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

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

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

Former Public Servant in Receipt of a Pension

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

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

date of termination of employment or retirement from the Public Service.

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

Work Force Adjustment Directive

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

If so, the Bidder must provide the following information:

- name of former public servant;
- conditions of the lump sum payment incentive;
- date of termination of employment;
- amount of lump sum payment;
- rate of pay on which lump sum payment is based;
- period of lump sum payment including start date, end date and number of weeks;
- number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

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

2.4 Enquiries - Bid Solicitation

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.5 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

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

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

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

Section I: Technical Bid (one hard copy)
Section II: Financial Bid (one hard copy)
Section III: Certifications (one 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>). 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 – Mandatory

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical criteria to be declared responsive, as detailed in **Annex A**.

Section II: Financial Bid

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

3.1.1 Electronic Payment of Invoices – Bid

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

If Annex "E" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

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

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Bidders must clearly indicate whether or not they comply with the Mandatory Technical Criteria, by providing a completed signed **Annex B** to indicate compliance with each of the individual requirements from the Mandatory Technical Criteria detailed herein – Annex A.

The Crown is under NO obligation to seek clarification of any information contained within the bid(s) or the supporting technical documentation provided.

4.1.2 Financial Evaluation

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

4.2 Basis of Selection

4.2.1 Basis of Selection – Mandatory Technical Criteria

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

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PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

6.1.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract.

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid **Designated Organization Screening (DOS)**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must **EACH hold a valid RELIABILITY STATUS**, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at **Annex D**;
 - b) *Industrial Security Manual* (Latest Edition).

6.2 Statement of Requirement

The Department of Defence (DND) Fleet Maintenance Facility Cape Scott (FMF CS), has a requirement for the engineering, supply and installation of one (1) Fabric Storage Shelter. Both ends of the shelter must be constructed of Hollow Structural Steel framing and covered with fabric. The shelter must meet or exceed the specifications outlined below.

All parties tendering should visit the site of the work prior to submission of tenders and make themselves thoroughly acquainted with site conditions, conditions of existing objects to be removed, degree of exposure and all information necessary for the proper carrying out of the work covered by the drawings and this Specification. Submission of Tender will be deemed that Contractor is conversant with site conditions.

The Crown will give no consideration whatsoever to any claim by the Contractor resulting from failure to have made all the necessary investigations prior to tendering.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

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2010C (2018-06-21) General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Mandatory Delivery Date

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Sue Beck
Title: A/ Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
1713 Bedford Row, Halifax NS, B3J 3T6

E-mail address: sue.beck@pwgsc.gc.ca

Telephone: 902.240.5159
Facsimile: 902.496.5016

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

6.5.2 Project Authority

The Project Authority for the Contract is (to be determined):

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

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

6.5.3 Contractor's Representative (to be determined):

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The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Proactive Disclosure of Contracts with Former Public Servants

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

6.7 Payment

6.7.1 Basis of Payment

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

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

6.7.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price

6.7.3 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

6.7.4 Electronic Payment of Invoices – Contract

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

- () VISA Acquisition Card;
- () MasterCard Acquisition Card;
- () Direct Deposit (Domestic and International);
- () Electronic Data Interchange (EDI);

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6.8 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Invoices must be distributed as follows:

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

Department of National Defence
Maritime Forces Atlantic, FMF Cape Scott
Bldg. D200, Finance, 3rd Floor
PO Box 99000, STN Forces
Halifax, NS B3K 5K5

6.9 Certifications and Additional Information

6.9.1 Compliance

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

6.9.2 SACC Manual Clauses

SACC Manual clause [B1000T](#) (2014-06-26) Condition of Material - Bid
SACC Manual clause [C9000T](#) (2010-08-16) Pricing
SACC Manual clause [B7500C](#) (2006-06-16) Excess Goods
SACC Manual clause [G1005C](#) (2016-01-28) Insurance – No Specific Requirement
SACC Manual clause [D0018C](#) (2007-11-30) Delivery and Unloading
SACC Manual clause [B1501C](#) (2018-06-21) Electrical Equipment
SACC Manual clause [A9062C](#) (2011-05-16) Canadian Forces Site Regulations

6.10 Applicable Laws

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

6.11 Priority of Documents

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

- a) the Articles of Agreement;
- b) [2010A](#) (2018-06-21) General Conditions - Goods (Medium Complexity),
- c) [2010C](#) (2018-06-21) General Conditions - Services (Medium Complexity)
- d) Annex A, Statement of Requirement;
- e) Annex B, Mandatory Technical Criteria;

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- f) Annex C, Basis of Payment
- g) Annex D, SRCL Security Requirements Check List
- h) Annex E, Electronic Payment Instruments
- i) Annex F, Drawing
- j) Annex G, Integrity Provisions
- k) the Contractor's bid dated _____

6.12 Defence Contract

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

ANNEX A

STATEMENT OF REQUIREMENT

1 GENERAL DESCRIPTION

- 1.1 This purchase description is for the engineering, supply and installation of one (1) Fabric Storage Shelter. Both ends of the shelter must be constructed of Hollow Structural Steel framing and covered with fabric. The shelter must meet or exceed the specifications outlined below.
- 1.2 Drawing number 4630760-001 is to be considered part of this purchase description.

2 SPECIFICATIONS

2.1 **Dimensions**

- Maximum Length - 90' feet (not including foundation)
- Minimum Length - 85 feet (not including foundation)
- Max Outside Width - 70 feet (not including foundation)
- Minimum Outside Width - 68 feet (not including foundation)
- Minimum Inside Width at Base Plates - 64 feet
- Minimum Inside Width - 62 feet (at a height of 9' from base plates)
- Maximum Height - 36 feet (Includes 4' high concrete foundation)
- Minimum Height - 32 feet (clear height to the inside of the truss at center, including foundation)

2.2 **Engineering, Drawings and Permits**

- 2.2.1 The Fabric Shelter must be engineered by a Professional Engineer licensed in Canada.
- 2.2.2 An engineered stamped drawing of the Fabric Shelter must be submitted to the project manager prior to construction.
- 2.2.3 It is the responsibility of the contractor to take site measurements and ensure suitable size, clearances and location of the shelter.
- 2.2.4 An engineered stamped drawing of foundation must be submitted to the project manager prior to construction.
- 2.2.5 The Fabric Shelter must meet the requirements of the latest edition of the National Building Code.
- 2.2.6 The Fabric Shelter must be designed and constructed to withstand a wind load of not less than 127KPH.
- 2.2.7 The manufacturer of the shelter system must have a current certification as a Steel Building Systems Manufacturer in accordance with CSA A660.
- 2.2.8 The Fabric Shelter must meet the requirements of CSA A660.
- 2.2.9 The shelter system must be certified by the Building Materials Evaluation Commission in Ontario or by a similar organization.
- 2.2.10 Any permits that may be required are the responsibility of the contractor.

2.3 Foundation

- 2.3.1 The shelter will be constructed on an asphalt lot. It is the responsibility of the contractor to provide a footing that is level within the tolerances of the shelter. The footing must be concrete or another suitable construction to allow for a stable foundation that will not deteriorate over time. Gravel, sand or earth on asphalt is not an acceptable solution.
- 2.3.2 The Fabric Shelter must be constructed on a solid concrete gravity block foundation. The size of the concrete blocks must be designed to provide the required stability while fitting into the available space and allowing for the most efficient use of inside storage space.
- 2.3.3 The foundation must provide adequate weight to secure the shelter in winds up to 127 KPH. No securing devices are permitted to penetrate the ground.

2.4 Framing and Structural Members

- 2.4.1 All welds must comply with American Welding Society (AWS) and the Canadian Welding Bureau (CWB)
- 2.4.2 All steel must meet or exceed ASTM A500 Grade C.
- 2.4.3 Only round tubing is to be used for the manufacturing of the arches.
- 2.4.4 All steel components, including welded components, must be hot dip galvanized in accordance with ASTM A123.
- 2.4.5 All truss tubing is to be hot dip galvanized after fabrication. The use of any type of pre-galvanized steel is not permitted.
- 2.4.6 All purlins must be a minimum 2-7/8" diameter, 14 Ga and must be Hot Dipped Galvanized after fabrication. The use of any type of pre-galvanized steel is not permitted.
- 2.4.7 All purlins and trusses must be suitable for the support of light fixtures. (Lighting fixtures may be added at a future date by others.)
- 2.4.8 All tie down pipes must be pre-galvanized steel.
- 2.4.9 The truss's must have a minimum depth of 24" outside of cords to outside of cords and must be made of minimum 2-7/8" inch diameter, 10 Gauge upper and lower chord tubing.
- 2.4.10 Trusses must be spaced with a maximum distance of ten (10) feet center to center.
- 2.4.11 Steel legs must be made to fit the shelter profile. Universal leg extensions with multiple fastening holes are not permitted.
- 2.4.12 All truss webbing must not be less than 1.25 inch, 14 gauge pre-galvanized steel.
- 2.4.13 Base plates, HSS end wall steel, connection plates and clips must be Hot dip Galvanized. Use of any type of pre-galvanized steel is not permitted.
- 2.4.14 All hardware and fasteners are to be Hot Dipped Galvanized.
- 2.4.15 All cabling must be galvanized 7 by 19 strand wire rope, sized to suite.

2.4.16 All tie down pipe must be secured by 10,000 pound lashing winches at every truss base.

2.5 **Fabric**

2.5.1 The shelter must be covered with a heavyweight fabric cover meeting the following specifications;

2.5.2 Weave: The scrim must be a woven clear high density polyethylene (HDPE).

2.5.3 Coating: The coating must be a Low-density polyethylene (LDPE) coating with UV protection, at 4 mil average thickness on each side (95 g/m²).

2.5.4 Color: The coated fabric cover must be white.

2.5.5 Weight: The fabric must be 12 oz./yd² (407 g/m²) +/- 5%

2.5.6 Thickness: The thickness must be 23 mil (0.59 mm) ASTM D1777

2.5.7 Grab Tensile: Warp 370 lb (1664 N) / Weft 345 lb (1532 N), ASTM D5034

2.5.8 Strip Tensile(N/5cm): Warp 250 lb/in (2220)/Weft 235 lb/in (2086) ASTM D5035

2.5.9 Tongue Tear: Warp 110 lb (488 N) / Weft 100 lb (444 N) ASTM D2261

2.5.10 Trapezoidal Tear: Warp 100 lb (444 N) / Weft 90 lb (400 N) ASTM D4533

2.5.11 Mullen Burst: 650 psi (4478 kPa) ASTM D3786

2.5.12 Accelerated UV Weathering¹: >90 % strength retention after 2000 hrs exposure @ 0.77 W/m²/nm, or 1200 hrs exposure @ 1.35 W/m²/nm (ASTM G154)

(1 Q.U.V [A-340 Lamps]; 8 hrs UV @ 60°C; 4hrs condensation @ 50°C)

2.5.13 Low Temperature Bend: -60°C ASTM D2136

2.5.14 Fire Rated Performance: Must meet the requirements of NFPA 701-2015 (Method 2), NFPA-701(1989) Large Scale; CAN/ULC S109-M87 (Large Scale), and ASTM E84-00a (Class 1).

2.6 **Man Doors**

2.6.1 Two (2) man doors must be installed in the Fabric Shelter. Door size must be 36" x 84". See drawing 4630760 for location.

2.6.2 Door frames must be welded steel, thermally broken with 4-3/4" jamb depth.

2.6.3 Doors must be equipped with standard weight hinges, Sargent locks keyed the same, panic bars, door closer, weather stripping, door sweep and aluminum threshold.

2.7 **Overhead Doors**

2.7.1 The Fabric Shelter must be equipped with one (1) 18' wide x 16' high overhead door located in the center of the south end of the shelter.

-
- 2.7.2 The doors and tracks must be designed to withstand a basic wind load while in the closed position of 0.47 kPa (10 psf).
- 2.7.3 Maximum deflection while the door is in open horizontal position must not exceed 1/120 of the span.
- 2.7.4 The door sections must have steel skins with polyurethane core sandwich type construction, thermal break and to incorporate the use of two continuous replaceable factory installed gaskets. Sections must have a minimum thermal insulating value of RSI 2.82 (R16).
- 2.7.5 The exterior Skin must be manufactured from structural quality hot-dipped galvanized steel, 0.48 mm (0.019") minimum embossing, factory applied baked on polyester paint finish.
- 2.7.6 The Interior Skin must be manufactured from structural quality hot-dipped galvanized steel, 0.41 mm (0.016") minimum, and baked-on acrylic paint finish.
- 2.7.7 Ends of each door section must be capped with 1.6 mm (0.0625") hot dipped galvanized steel full height end caps.
- 2.7.8 Door cavity must be filled on continuous process, formed-in-place, CFC and HCFC free rigid polyurethane core, interior and exterior skins must feature thermal break.
- 2.7.9 Door sections must have a continuous reinforcing strip, within core of door sections, for all hardware, accessories and mounting locations. Reinforcing strip must be of adequate width to enable the attachment of all fasteners and screws to penetrate both door interior skin and reinforcing strip. Fasteners or screws etc., secured only to the door skin will not be acceptable.
- 2.7.10 Doors must be equipped with a heavy duty, factory installed continuous top seal to seal against header, continuous replaceable seals between sections and vinyl bulb shaped astragal on the bottom edge of the bottom section. Dual Durometer vinyl jamb weather seal bolted to the continuous adjustable mounting angle for easy replacement.
- 2.7.11 The door hardware must be heavy duty galvanized steel.
- 2.7.12 Rollers must be steel rollers with inner and outer ball races of hardened steel.
- 2.7.13 Springs must be designed for a minimum of 10,000 cycles
- 2.7.14 Cables must be galvanized.
- 2.7.15 The overhead door must come complete with a Heavy-Duty Industrial Jackshaft Operator with a solenoid brake. It must incorporate a chain hoist for manual operation with a floor level engaging device. (For possible electrical connection by others at a later date)
- 2.7.16 The overhead door operator must come complete with photo eyes. (For possible electrical connection by others at a later date)
- 2.7.17 Provide a Reversing Safety Edge along the bottom edge of door to reverse on contact with an object. Hose type pneumatic safety edges will not be accepted. (For possible electrical connection by others at a later date).

2.8 Vents

- 2.8.1 The shelter must have vents located at both ends of the shelter suitable for the removal of exhaust fumes from fork truck operation. The vents must be 4' x 4' with a fixed open louver.

3 ELECTRICAL CERTIFICATION

The electrical equipment being supplied must be certified by an acceptable electrical certified organization. The following certified organizations are acceptable. The electrical equipment must bear a label from one of these organizations in order to be recognized as approved.

At least one of the organizations must be used;

- Canadian Standards Association (CSA),
- QPS/Entela,
- Intertek Testing Services,
- Underwriters Laboratories of Canada (ULC),
- Underwriters Laboratories Inc. (UL),
- Met Laboratories Inc. (MET),
- TUV Rheinland of North America,
- Quality Auditing Institute (QAI),
- TUV America Inc.,
- NSF International,
- Nemko Canada Inc.
- Curtis-Straus LLC
- OTL Omni Test Laboratories
- FM Approvals LLC (Factory Mutual)

NOTE: Labels from all Organizations above (with the exception of CSA and ULC), must be accompanied by a small "c" at the eight o'clock position or Canadian Standard number to indicate the product has been certified to the Canadian Standard.

Electrical equipment that is not certified by one of the above agencies can only be accepted if the equipment is "field" inspected and labelled by the Canadian Standards Association (CSA), QPS/Entela, Intertek Testing Services, MET Laboratories, TUV America Inc., Underwriters Laboratories of Canada under the Special Inspection Program. This inspection must take place before equipment delivery to FMF Cape Scott and a copy of verification documentation report must accompany the machine with delivery. Identify which Organization must be used:

- Canadian Standards Association (CSA),
- QPS/Entela,
- Intertek Testing Services,
- Met Laboratories Inc. (MET),
- TUV America Inc.,
- Underwriters Laboratories of Canada (ULC).
- ESA Electrical Safety Authority

4 WARRANTY

4.1 **The Fabric Storage Shelter must be supplied with the following warranties.**

- The main fabric must have a warranty of not less than 15 years (Pro Rated)
- The main steel frame must have a warranty of not less than 20 years (Pro Rated)

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- The End Frame must have a warranty of not less than 10 years (Pro Rated)
 - The end fabric must have a warranty of not less than 5 years (Pro Rated)
 - Overhead Door Operator must have a warranty of not less than 2 years
 - All other items must have a warranty of not less than 1 year.

4.2 **Warranty periods shall start on the day of contract completion.**

5 DELIVERY, CONSTRUCTION AND INSTALLATION

Fabric Shelter complete with foundation, man doors, and overhead doors must be delivered to, and assembled at the address below. The final location will be identified by the site authority.

CFB HALIFAX,
Fleet Maintenance Facility Cape Scott,
Halifax, Nova Scotia,
B3K 5X5

6 SECURITY REQUIREMENTS

The supply of the Scaffold Storage Shelter requires onsite installation. Therefore, the supplying organization and any contractors, sub-contractors, consultants, inspection agencies, field service representatives, or anyone else required to come on the DND site will require security screening through the Contract Security Program.

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ANNEX B

MANDATORY TECHNICAL REQUIREMENTS

******BIDDER MUST PROVIDE WITH BID******

The bidder certifies the product they are offering meets all mandatory requirements and will be built as per the Mandatory Technical Criteria, as detailed in Annex A.

NOTE: The Crown is under NO obligation to seek clarification of the bid(s) or the supporting technical documentation provided. Failure to meet any of the following will render your proposal non-compliant and will be given no further consideration.

Authorized Signature

Date

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ANNEX C

BASIS OF PAYMENT

Bidders must submit firm unit prices for each item listed below to be given further consideration. A financial bid addressing only a portion of the requirement will be declared non-responsive.

Pricing offered must be in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

A bid must comply with the requirements of the bid solicitation and must meet all mandatory criteria outlined in Annex A – Statement of Requirement, to be declared responsive.

The responsive bid with the lowest evaluated price will be recommended for award of contract.

No further charges will be allowed.

Description:

For the supply and delivery of:

One (1) Sprung Shelter - As specified in Annex A – Statement of Requirement

Mandatory Delivery Date:

The delivery at destination is required on or before April 30, 2020:

The Department of National Defence
Fleet Maintenance Facility Cape Scott,
Maritime Forces Atlantic
Door 13 Building D-200
Halifax, Nova Scotia B3K 5X5

Total Firm Lot Price: \$ _____ (taxes excluded)

Make/Model Offered: _____

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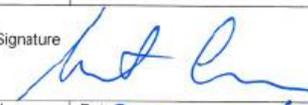
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ANNEX D

SRCL

 Government of Canada / Gouvernement du Canada	Contract Number / Numéro du contrat W355B-200272
	Security Classification / Classification de sécurité UNCLASSIFIED

PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées) John Forsythe	Title - Titre Project Manager - Industrial Engineering Division (IED)	Signature KEDDY, ANDREW 919	Digitally signed by KEDDY, ANDREW 919 Date: 2019.10.23 11:50:19 -0300'
Telephone No. - N° de téléphone 902-427-2051	Facsimile No. - N° de télécopieur 902-427-0746	E-mail address - Adresse courriel John.Forsythe@forces.gc.ca	Date
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées) Sasa Medjovic	Title - Titre Senior Security Analyst	Signature 	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel E-mail: sasa.medjovic@forces.gc.ca	Date 2019-Oct-25
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées) Lee Anne Forward	Title - Titre PWGSC	Signature	
Telephone No. - N° de téléphone (902-496-5170)	Facsimile No. - N° de télécopieur 902-496-5016	E-mail address - Adresse courriel leeanne.forward@pwgsc-tpsgc.gc.ca	Date
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées)	Title - Titre	Digitally signed by GoodDavidson, Vanessa	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel Vanessa	Date: 2019.10.30 11:41:06 -04'00'

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ANNEX E

ELECTRONIC PAYMENT INSTRUMENTS

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

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

- () VISA Acquisition Card;
- () MasterCard Acquisition Card;
- () Direct Deposit (Domestic and International);
- () Electronic Data Interchange (EDI);

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ANNEX F

DRAWING

| See attached DWG. No. 4630760-001

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ANNEX G

INTEGRITY PROVISIONS – LIST OF DIRECTORS

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

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

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

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

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

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