



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

Travaux publics et Services gouvernementaux  
Canada

Place Bonaventure, portail Sud-Ouest

800, rue de La Gauchetière Ouest

7<sup>e</sup> étage, suite 7300

Montréal

Québec

H5A 1L6

FAX pour soumissions: (514) 496-3822

## 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**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du**

**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Travaux publics et Services gouvernementaux Canada

Place Bonaventure, portail Sud-Ouest

800, rue de La Gauchetière Ouest

7<sup>e</sup> étage, suite 7300

Montréal

Québec

H5A 1L6

<b>Title - Sujet</b> Coupled Plasma Mass Spectrometry	
<b>Solicitation No. - N° de l'invitation</b> 39903-200604/A	<b>Date</b> 2020-01-09
<b>Client Reference No. - N° de référence du client</b> 39903-200604	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$MTA-455-15594	
<b>File No. - N° de dossier</b> MTA-9-42242 (455)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-02-19</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Heure Normale du l'Est HNE
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Uribe, Rafael	<b>Buyer Id - Id de l'acheteur</b> mta455
<b>Telephone No. - N° de téléphone</b> (514) 754-9349 ( )	<b>FAX No. - N° de FAX</b> (514) 496-3822
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Canadian Food Agency 1001 rue Saint-Laurent Ouest Longueuil Quebec J4K 1C7 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security requirement applicable to the Request for proposal.

### **1.2 Requirement**

The requirement is detailed under Annex « **A** ».

### **1.3 Trade Agreements**

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

### **1.4 Debriefings**

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

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

#### 2.1.1 SACC Manual Clauses

[B1000T](#) (2014-06-26), Condition of Material – Bid

#### 2.1.2 Best Delivery Date – Bid *(To be completed by the Bidder)*

While delivery is requested by [2020-03-30](#), the best delivery that could be offered is

\_\_\_\_\_.

### 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:

#### By mail or in person:

Public Works and Government Services Canada  
Acquisitions Branch – Quebec Region  
800, de la Gauchetière Ouest street, Sud-ouest portal, suite 7300  
Montréal, Québec, H5A 1L6

#### For bidders choosing to submit using epost Connect (e-mail address to open a conversation)

[TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.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.

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Client Ref. No. - N° de réf. du client  
39903-20-0604

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MTA-9-42242

Buyer ID - Id de l'acheteur  
MTA455  
CCC No./N° CCC - FMS No./N° VME

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**Facsimile number:** (514) 496-3822

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

All enquiries must be submitted in writing to the Contracting Authority no later than **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.

### **2.4 Applicable Laws**

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

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.

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## 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 (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

#### **Section I: Technical Bid**

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

#### **Section II: Financial Bid**

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

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

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

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

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

##### **3.1.2 Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation

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

#### **Section III: Certifications**

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

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

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

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

Every proposal must meet all technical criteria described in Annex "C". Technical evaluation will be based on the mandatory technical criteria to be demonstrated detailed in a grid at Annex "C".

Bidders must complete the Annex "C" and include it with their proposal. It is mandatory to provide technical/ descriptive documents and/or technical literature/notes, at the submission of your bid to allow the technical evaluation (**No internet link will be accepted**). Failure to comply will render your bid non-responsive.

Only the information included in the technical bid will be taken into consideration in the evaluation of the mandatory technical criteria to be demonstrated.

#### **4.1.2 Financial Evaluation**

Total price of the items A-B-C-D-E-F-G-H-I-J-K-L indicated in part 1 (Items to be assessed in the financial evaluation) on Annex "B"

##### **4.1.2.1 Evaluation of Price - Canadian / Foreign Bidders**

1. Bidders must submit firm prices, customs duties, excise taxes and Applicable Taxes excluded.
2. Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.
3. Bidders must provide prices Delivered at Place (DAP) Longueuil, Quebec (See Annex "A") according to Incoterms 2010 for shipments from a commercial contractor. Bids will be assessed on a DAP basis.

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File No. - N° du dossier  
MTA-9-42242

Buyer ID - Id de l'acheteur  
MTA455  
CCC No./N° CCC - FMS No./N° VME

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## **4.2 Basis of Selection**

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

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

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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 (To be completed by bidder –See Annex “E”)

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

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

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

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

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

### **5.2.3.1 Original Equipment Manufacturer**

Any Bidder that is not the Original Equipment Manufacturer (OEM) for every item of hardware proposed as part of its bid is required to submit the OEM's certification regarding the Bidder's authority to provide and maintain the OEM's hardware, which must be signed by the OEM (not the Bidder).

No Contract will be awarded to a Bidder who is not the OEM of the hardware it proposes to supply to Canada, unless the OEM certification has been provided to Canada.

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

### 6.2 Requirement

The Contractor must provide the items detailed under Annex « A », Requirement.

#### 6.2.1. Optional Goods

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex "B" of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

### 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>) issued by Public Works and Government Services Canada.

#### 6.3.1 General Conditions

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

### 6.4 Term of Contract

#### 6.4.1 Period of the Contract

The period of the Contract is from date of Contract to \_\_\_\_\_ inclusive (The end date will be three months from the date of receipt of the deliverables. The date will be indicated when the contract is awarded).

#### 6.4.2 Delivery Date

All the deliverables must be received on or before \_\_\_\_\_ (will be insert at contract award).

#### 6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Contract.

### 6.5 Authorities

#### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Rafael Uribe  
Title: Procurement Agent  
Public Works and Government Services Canada  
Acquisitions Branch  
800, de La Gauchetière ouest street, Suite 7300  
Montréal (Quebec) H5A 1L6

Telephone: 514-212-7109  
Facsimile: 514-496-3822  
E-mail address: rafael.uribe@tpsgc-pwgsc.gc.ca

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

#### 6.5.2 Project Authority

The Project Authority for the Contract is: (will be insert at contract award)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

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

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

### 6.5.3 Contractor's Representative (to be completed by the tenderer)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Payment

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

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a *firm price as specified in Annex "B" for a cost of \$ \_\_\_\_\_* (Will be insert at contract award). Customs duties are *excluded* and Applicable Taxes are extra.

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

### 6.6.2 Multiple payments

SACC Manual Clauses H1001C (2008-05-12), *Multiple payments*

### 6.6.3 SACC Manual Clauses

C2000C (2007-11-30), Taxes – Foreign-based Contractor

### 6.6.4 Electronic Payment of Invoices – Contract (Will be indicated at contract award)

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);

## 6.7 Invoicing Instructions

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

2. Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## 6.8 Certifications and Additional Information

### 6.8.1 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 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_ (*insert the name of the Canadian province or territory*).

## 6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2018-06-21), General conditions: Goods (medium complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of payment;
- (e) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: " , as clarified on \_\_\_\_\_ " or " , as amended on \_\_\_\_\_ " and insert date(s) of clarification(s) or amendment(s)*)

## 6.11 SACC Manual Clauses

A2000C (2006-06-16), Foreign Nationals (Canadian Contractor)

A2001C (2006-06-16), Foreign Nationals (Foreign Contractor)

A9068C (2010-01-11), Government site regulations;

B1501C (2018-06-21) Electrical equipment

D0018C (2007-11-30) Delivery and Unloading

G1005C (2016-01-28), Insurance – No Specific Requirement;

## **ANNEX "A" REQUIREMENT**

### **Inductively Coupled Plasma Mass Spectrometry (ICP-MS) instrument**

#### **Background**

The Canadian Food Inspection Agency (CFIA) requires Inductively Coupled Plasma Mass Spectrometry (ICP-MS) instrument, for quantitative analysis of Li, Be, B, Na, Mg, Al, P, S, K, Ca, Ti, V, Cr, Mn, Fe, Co, Ni, Cu, Zn, As, Se, Mo, Pd, Cd, Sn, Sb, Hg, Tl, Pb and U in a wide range of matrices including, but not limited to, food, feeds, fertilizers, organic-based material matrices and mineral supplements after microwave assisted acid digestion. The instrument will be used in support of various CFIA regulatory programs related to food, feed and fertilizer safety legislation in Canada, which have a wide variety of applications in both low intensity and high intensity ranges and requiring low detection limits.

The supplied instrument must include all the material (computer parts/equipment/software/manuals) required for control and optimization of the instrument as well as collection and analysis of complex data, henceforth known as the "Data System". The system (Instrument and Data System) must be delivered, fully assembled, installed and tested by the offeror to ensure proper. The hardware and software of the ICP-MS must offer the option to perform nanoparticles material analysis and speciation by connecting an ion or liquid chromatography system (this may require additional modules or components which are not required in the present bid). The Offeror must provide on-site training for routine operations and maintenance. Training will be conducted at the Customer Site and includes all travel costs. Sites may include Dartmouth, NS, Longueuil, QC, Ottawa, ON. The bid must include one preventive maintenance visit at the end of the first year. The CFIA would like to retain the option to purchase up to two additional systems as quoted through March 2022 for Ottawa (On) and Dartmouth (NS).

**Delivery and installation location:** 1001 St-Laurent west, Longueuil, QC, J4K 1C7

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## Minimum Technical Specifications

The following minimum technical specifications are required to ensure that the system will be suitable for regulatory analysis under the CFIA's ISO 17025 accreditations. Methods developed and validated for use on this instrument have been validated with other systems meeting these specifications. *Sections 1-4 are mandatory specifications which all bids must meet in order to be considered. Section 5, includes a list of optional features which the CFIA would like quoted prices on to increase the usability and flexibility of the system for specific applications at specific locations.*

### 1. ICP-MS System

- a. The system must be complete and operational. The system must include:
  - i. A control system (computer and monitor) and software
  - ii. A data processing system
  - iii. A liquid introduction system (nebulizer, spray chamber and torch)
  - iv. An ICP ion source
  - v. An ICP-MS interface
  - vi. An ion focussing and mass analyzer
  - vii. A collision and reaction cell
  - viii. A detector
  - ix. A vacuum system
  - x. A water recirculating chiller. The chiller must not be mounted to the instrument chassis and must have the ability to be situated at a distance from the instrument.
  - xi. All connections to the instrument
  - xii. All other components required for operational ICP-MS
- b. The system must be a bench top model that can be installed on a 60 inches (width) by 30 inches (depth) table.
- c. Start-up and shut down of the system must be computer controlled and totally automated.
- d. The system must be able to operate under extreme laboratory conditions, i.e. a temperature of 15°C or less and 30°C or more with a relative humidity of 20 to 80% without condensation. The system must be able to operate with temperature changes of up to 2°C per hour without degrading performance.
- e. The system must monitor gas pressures and flows, interlocks, water flows, and plasma stability. The system must continuously monitor these parameters so that in the event of an interruption, the plasma is shut down automatically.
- f. The system must be able to run organic as well as aqueous matrices.
- g. Torch position must be controlled and automatically realigned if necessary.
- h. The RF generator (or other technology) must be adjustable and minimally cover the powers of 500 to 1500 W (or equivalent).
- i. The system must have enough gas flow controllers (Ar) for coolant, auxiliary and nebulizer.
- j. The interface must be equipped with an automatic isolation valve system (or similar technology) to permit routine maintenance of the sampler and skimmer cones without venting the analyzer chamber.
- k. Maintenance of the ion lenses needs must be doable by the user, and must not require a service call.
- l. The collision and reaction cell must be able to be operated effectively in standard mode (no gas), collision mode using pure He, and a second cell gas line to work with reaction gases such as H<sub>2</sub>, O<sub>2</sub>, or a mixture of NH<sub>3</sub>/He.
- m. The ion focussing and mass analyzer must include interactive/manual tuning at the user's discretion.

- n. Quadrupole mass analyzer calibration stability  $\leq 0.05$  u per day (minimum 8 hours).
- o. Detector linear dynamic range in a single continuous scan of at least 10 orders of magnitude.
- p. The detector must be able to handle fast transient signal for HPLC speciation studies and minimum dwell times of 3 ms in transient mode for single particle analysis applications.
- q. The minimum and maximum of the quadrupole mass analyzer range must be  $\leq 2$  amu et  $\geq 260$  amu respectively.
- r. Oxides ratio  $\leq 3\%$  and doubly charged ratio  $\leq 3\%$ .
- s. Low detection limits  $<0.5\text{ng/L}$  for Be (9) and  $<0.25\text{ng/L}$  for In (115).
- t. Short term stability  $\leq 3\%$  RSD and long-term stability  $\leq 3\%$  over 2 hours or  $\leq 4\%$  RSD over 4h.
- u. Isotope ratio precision  $\leq 0.1\%$  RSD for Ag(107)/Ag(109) in standard mode.
- v. The vapours generated by the mechanical vacuum should consist of a single exhaust system or a connection must be provided to combine them via a Y-piece.
- w. Any other items, including hardware and software not explicitly stated, required for the system to be qualified as per protocols stipulated by the offeror and accompanying documentation thereof must be included.

## 2. Autosampler and Autodilution system

- a. The supplier must include an autosampler capable of holding up to 100 samples or more, while allowing full random access for the introduction of standards and samples.
- b. The autosampler must be capable of performing precise online dilutions for samples and standards, up to 400 times.
- c. The sampler must have integrated quality control software that can provide an intelligent dilution factor in the event of a quality control failure and re-run samples or standards out of specification.
- d. The autosampler/autodilution system software and hardware are fully integrated with the ICP-MS and its software.
- e. The autosampler must be equipped with an enclosure to protect samples and standards from airborne contamination.
- f. The autosampler must be equipped with a mobile trolley with wheels that can be locked.
- g. The Offeror must provide on-site training for routine operations and maintenance.
- h. Operator manuals for all equipment and software provided as hard copy or electronic version.

## 3. Data System

- a. The offeror must provide computer hardware and software for the system and installed them on site.
- b. The supplier must include the software (s) for data reprocessing. It must be usable at the one instrument computer station in addition to another workstation located in another room.
- c. The included application software must control the instrument, operating parameters, data collection, data processing, storage, and report production.
- d. System software must allow data acquisition including, but not restricted to scanning and peak jumping modes, and allow the use of pulse and analogue acquisition mode.
- e. Application software must allow for automated tuning and optimization of compounds of interest, but also manual control parameters when needed.
- f. The application software must be capable of running automated startup and shutdown methods at the beginning and end of a sample sequence.

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- g. The software must include a fully integrated and user definable quality tab enabling the use of spiked samples, spiked standards, and other quality control.
  - h. The software must allow the operator to stop an analysis, repeat analysis or add samples during a run.
  - i. System software must offer the option to perform nanoparticles material analysis and speciation by connecting an ion or liquid chromatography system (this may require additional modules or components which are not required in the present bid).
  - j. The system must save all raw data and the system must allow for post run reprocessing of data, eliminating the need to reanalyze the sample.
  - k. Software must allow the use of software defined and user defined interference equation for interference correction calculations.
  - l. The software must enable the addition of acceptability criteria for the quality control samples.
  - m. Application software must be capable of exporting results to Microsoft Excel.
  - n. Any software required to view/process data for special modes of operation must be included.
  - o. Operator manuals for all equipment and software must be provided as hard copy or electronic version.

#### 4. Additional Services

- a. Installation of the instrument will be required. The installing service engineer must connect and verify communication and control between the instrument and data system.
- b. The installing service engineer must provide an on-site users familiarization course covering general use and maintenance of the instrument at the time of installation.
- c. Guaranteed response time to a service call must be two business days or less. The response time is defined as the time from the logging of a problem by lab personnel with the offeror's service centre to the time of arrival of the engineer on-site. The offeror guarantees that actual response times will not exceed two business days.

#### 5. Optional Features

- a. The contract will include options for annual preventive maintenance. If an option is exercised, it will be exercised, year by year, over a maximum period of 2 years.

## ANNEX "B" BASIS OF PAYMENT

### 1. Items to be assessed in the financial evaluation

Item	Description	Quantity	Unit price*	Total*
For Longueuil, Québec				
A	ICP-MS System with Data System and Additional Services As per points 1, 3 et 4 of annex A	1		
B	Autosampler and Autodilution system As per point 2 of annex A	1		
C	Annual preventive maintenance at the end of first year	1		
D	Transport, delivery and installation fees	1		
<b>Total Longueuil (A+B+C+D)</b>				
<b><u>The following items will be optional, with the option to purchase them until March 2022</u></b>				
For Ottawa, Ontario				
E	ICP-MS System with Data System and Additional Services As per points 1, 3 et 4 of annex A	1		
F	Autosampler and Autodilution system As per point 2 of annex A	1		
G	Annual preventive maintenance at the end of first year	1		
H	Transport, delivery and installation fees	1		
<b>Total Ottawa (E+F+G+H)</b>				

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MTA-9-42242

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For Dartmouth, Nova Scotia				
I	ICP-MS System with Data System and Additional Services As per points 1, 3 et 4 of annex A	1		
J	Autosampler and Autodilution system As per point 2 of annex A	1		
K	Annual preventive maintenance at the end of first year	1		
L	Transport, delivery and installation fees	1		
Total Dartmouth (I+J+K+L)				
Grand Total (Total Longueuil + Total Ottawa + Total Dartmouth)				

***\*Applicable taxes are extra***

**\*\* Customs fees and other applicable taxes not included.**

**If currency is different from CAD \$, please indicate: \_\_\_\_\_**

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## 2. Items that won't be assessed in the financial evaluation

**The following items will be optional, with the possibility of buying them year by year**

Item	Description	Quantity	Unit price*	Total*
For Longueuil, Québec				
A	Annual preventive maintenance at the end of the second year	1		
B	Annual preventive maintenance at the end of the third year	1		
For Ottawa, Ontario				
C	Annual preventive maintenance at the end of the second year	1		
D	Annual preventive maintenance at the end of the third year	1		
For Dartmouth, Nova Scotia				
E	Annual preventive maintenance at the end of the second year	1		
F	Annual preventive maintenance at the end of the third year	1		

**\*Applicable taxes are extra**

**\*\* Customs fees and other applicable taxes not included.**

**If currency is different from CAD \$, please indicate: \_\_\_\_\_**

## ANNEX "C" MANDATORY TECHNICAL CRITERIA TO BE DEMONSTRATED

Please indicate whether your bid meets/does not meet each of the mandatory criteria and provide the section and page number of the bid which demonstrates compliance with the specification.

Item #	Description	Bid Complies (Yes/No)	Reference to supporting documentation
1.b	The system must be a bench top model that can be installed on a 60 inches (width) by 30 inches (depth) table.		
1.d	The system must be able to operate under extreme laboratory conditions, i.e. a temperature of 15°C or less and 30°C or more with a relative humidity of 20 to 80% without condensation. The system must be able to operate with temperature changes of up to 2°C per hour without degrading performance.		
1.h	The RF generator (or other technology) must be adjustable and minimally cover the powers of 500 to 1500 W (or equivalent).		
1.j	The interface must be equipped with an automatic isolation valve system (or similar technology) to permit routine maintenance of the sampler and skimmer cones without venting the analyzer chamber.		
1.l	The collision and reaction cell must be able to be operated effectively in standard mode (no gas), collision mode using pure He, and a second cell gas line to work with reaction gases such as H <sub>2</sub> , O <sub>2</sub> , or a mixture of NH <sub>3</sub> /He.		
1.n	Quadrupole mass analyzer calibration stability ≤ 0.05 u per day (minimum 8 hours).		
1.o	Detector linear dynamic range in a single continuous scan of at least 10 orders of magnitude.		
1.p	The detector must be able to handle fast transient signal for HPLC speciation studies and minimum dwell times of 3 ms in transient mode for single particle analysis applications.		
1.q	The minimum and maximum of the quadrupole mass analyzer range must be ≤2 amu et ≥ 260 amu respectively.		

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1.r	Oxide ratio $\leq 3\%$ and doubly charged ratio $\leq 3\%$ .		
1.s	Low detection limits $<0.5\text{ng/L}$ for Be (9) and $<0.25\text{ng/L}$ for In (115).		
1.t	Short term stability $\leq 3\%$ RSD and long-term stability $\leq 3\%$ over 2 hours or $\leq 4\%$ RSD over 4h.		
1.u	Isotope ratio precision $\leq 0.1\%$ RSD for Ag(107)/Ag(109) in standard mode.		
1.v	The vapours generated by the mechanical vacuum should consist of a single exhaust system or a connection must be provided to combine them via a Y-piece.		
2.a	The supplier must include an autosampler capable of holding up to 100 samples or more, while allowing full random access for the introduction of standards and samples.		
2.b	The autosampler must be capable of performing precise online dilutions for samples and standards, up to 400 times.		
2.c	The sampler must have integrated quality control software that can provide an intelligent dilution factor in the event of a quality control failure and re-run samples or standards out of specification.		
2.d	The autosampler/autodilution system software and hardware are fully integrated with the ICP-MS and its software.		

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## **Annex "D" 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);

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**ANNEX “E” COMPLETE LIST OF COMPANY BOARD OF DIRECTORS**

**NOTE TO BIDDERS**

**WRITE ALL DIRECTOR’S SURNAMES AND GIVEN NAMES IN BLOCK LETTERS**

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**PROCUREMENT - BUSINESS NUMBER (PBN):** \_\_\_\_\_