



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

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

Cabot Place, Phase II, 2nd Floor

Box 4600

St. John's, NF

A1C 5T2

Bid Fax: (709) 772-4603

## 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

PWGSC / TPSGC - Nfld. Region

Cabot Place, Phase II, 2nd Floor

Box 4600

St. John's, NF

A1C 5T2

<b>Title - Sujet</b> Wideband Autonomous Transceiver	
<b>Solicitation No. - N° de l'invitation</b> F6088-190026/A	<b>Date</b> 2020-01-14
<b>Client Reference No. - N° de référence du client</b> F6088-190026	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$OLZ-009-7389	
<b>File No. - N° de dossier</b> OLZ-9-42122 (009)	<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 2020-02-24</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Newfoundland Standard Time NST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Lacey, Rhonda	<b>Buyer Id - Id de l'acheteur</b> olz009
<b>Telephone No. - N° de téléphone</b> (709) 730-1597 ( )	<b>FAX No. - N° de FAX</b> (709) 772-4603
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF FISHERIES AND OCEANS WHITE HILLS NAFC BLDG P.O.BOX 5667 ST JOHNS Newfoundland and Labrador A1C5X1 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

The Department of Fisheries and Oceans has a requirement as per Annex A.

### **1.2 Debriefings**

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

### **1.3 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.

### **2.2 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.

Rhonda Lacey  
Senior Supply Officer  
Public Services and Procurement Canada  
The John Cabot Building  
10 Barter's Hill, St. John's, NL A1C 5T2

or

Electronic submissions may be sent to:

PWGSC Bid Receiving Unit in Newfoundland and Labrador:  
[TPSGC.RAReceptionSoumissionsTNL-ARBidReceivingNL.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RAReceptionSoumissionsTNL-ARBidReceivingNL.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**

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**Instructions 2003, or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.**

or

Facsimile submissions may be faxed to :

(709) 772-4603

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

All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

### **2.4 Applicable Laws**

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

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**

Canada requests that Bidders provide their 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 there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

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 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](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). 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. The total amount of Applicable Taxes must be shown separately.

### 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 [Must be completed by offeror with bid submission]

To be deemed responsive, offerors **must** meet the following:

- Please check (✓) accordingly:

Meets **all** specifications and conditions stated in Annex "A", Requirement/Pricing:

Met \_\_\_\_\_

Not Met \_\_\_\_\_

#### **4.1.2 Financial Evaluation**

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

#### **4.2 Basis of Selection**

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

SACC *Manual* Clause [A0031T](#) (2010-08-16) Basis of Selection – Mandatory Technical Criteria

**NOTE: Optional goods pricing will be incorporated into the Basis of Selection process.**

### **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 [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 with its bid the required documentation, as applicable, 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 [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](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)).

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

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

### 6.2 Requirement

### 6.3 Standard Clauses and Conditions

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

#### 6.3.1 General Conditions

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

### 6.4 Term of Contract

#### 6.4.1 Delivery Date

All the deliverables must be received on or before 31 March 2020.

#### 6.4.2 Delivery Points

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

#### 6.4.3 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex "A" 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.

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The Contracting Authority may exercise the option within 24 months after contract award by sending a written notice to the Contractor.

## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Rhonda Lacey  
Senior Contracting Officer  
Public Works and Government Services Canada  
Acquisitions Branch, Atlantic Region  
Science, Professional Services and Marine  
The John Cabot Building, 10 Barter's Hill  
P.O. Box 4600, St. John's, NL A1C 5T2

Telephone: (709) 730-1597

Facsimile: (709) 772-4603

E-mail address: [rhonda.lacey@pwgsc.gc.ca](mailto:rhonda.lacey@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 will be named at Contract award.

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 *[Must be completed by offeror with bid submission]*

Name: \_\_\_\_\_

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

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

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

\_\_\_\_\_

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

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

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



## **6.6 Payment**

### **6.6.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex "A" Pricing for a cost of \$ \_\_\_\_\_ (inserted at contract award). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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 Limitation of Price**

SACC Manual clause [C6000C](#) (2011-05-16) Limitation of Price

### **6.6.3 Single Payment**

SACC Manual clause [H1000C](#) (2008-05-12) Single Payment

## **6.7 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 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 Newfoundland and Labrador.

## 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/Pricing;
- (d) Annex "B", Information Required Under the Ineligibility and Suspension Policy; and
- (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

SACC Manual Clause B4024T (2018-12-30) No Substitute Products

## **ANNEX "A"**

### **REQUIREMENT/PRICING**

#### **Requirement:**

**Eppendorf Mastercycler X50A**, manufacturer part no 6313000018

PCR thermocycler with aluminum Peltier block. Accommodates 96-well sample plates or 0.1/0.2mL sample tubes. This unit includes components that allow it to control and operate the other listed units.

**Eppendorf Mastercycler X50L**, manufacturer part no 6303000010

PCR thermocycler with aluminum Peltier block. Accommodates 96-well sample plates or 0.1/0.2mL sample tubes. This unit is a peripheral unit controlled by the X50A model.

**Eppendorf Mastercycler X50T**, manufacturer part no 6306000010

PCR thermocycler with aluminum Peltier block. Accommodates 384-well sample plates. This unit is a peripheral unit controlled by the X50S model.

#### **Applicable Standards and Technical Specifications:**

The key features required for thermocyclers to meet our needs include:

- consistent models with both 96 and 384-sample capacity, allowing for protocols to be exactly matched between 96 and 384-sample analyses
- sample capacity for 96-sample models must accommodate 96-well plates or 0.1/0.2ml tubes
- sample capacity for 384-sample models must accommodate standard 384-well plates
- must be able to accommodate any manufacture of standard PCR tube or plate, not specific to the instrument, i.e. un skirted, semi skirted or skirted
- small individual footprint with ability to place units directly next to each other on benchtop (due to extremely limited counter space availability)
- 2-dimensional gradient temperature control with a temperature range of 30-99 °C and a gradient that can vary by 1-30 °C
- Block temperature range of 4-99 °C with accuracy of  $\pm 0.15$  °C and temperature homogeneity of  $\leq \pm 0.2$  °C when operating between 20 °C–72 °C and  $\leq \pm 0.3$  ° when operating at 95 °C
- Pressurized lids with adjustable height to accommodate various sample plates and tubes
- Adjustable lid temperature between 37-110 °C
- Run modes including fast, intermediate, standard and safe
- 5 °C/s heating and 2.3 °C/s cooling speed for 384-sample models
- 6 Peltier elements per machine to optimize and prolong life of each unit
- Minimum 2 year warranty on parts and labour

Please see appended information from the manufacturer for further details.

### Quantity and Unit of Issue

We require 5 Eppendorf X50 units in total. The primary unit (model X50A) includes components that can control the operation of up to 9 additional X50 units; making the price of additional units more economical than having to purchase and maintain 5 separate stand-alone units. In summary, we require the following at this time:

- 1X Eppendorf Mastercycler X50A (primary unit; 96-sample capacity)
- 2X Eppendorf Mastercycler X50L (peripheral unit otherwise with same technical specs as X50A)
- 2X Eppendorf Mastercycler X50T (peripheral units; 384-sample capacity)
- 

### Option Quantity or Period

We expect that having these 5 units will meet our current throughput demands; however we would like to have the option to increase our sample processing capacity by being able to purchase additional peripheral units in the next 2 years, as necessary, for up to a total of 10 units (a combination of X50L and X50T units).

**Evaluation Criteria:** Instruments must meet specifications listed in above section 'Applicable Standards and Technical Specifications'.

**Invoice Address:** 80 East White Hills Rd, St. John's NL, A1C 5X1

### Pricing:

- Goods to be delivered FOB destination.
- Bidders must provide individual prices for each item and/or destination. Failure to do so will render bid non-responsive.
- Bidders must provide products that are of the same description, brand name, model and/or part number as detailed in the item description. Bidders are advised that substitute products will not be considered.

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Item/Description	Price Per Unit	Unit of Measure	Total Extended Price (HST Extra)
Eppendorf Mastercycler X50A (primary unit; 96-sample capacity)	\$ _____/Each	1 Each	\$ _____ Total
Eppendorf Mastercycler X50L (peripheral unit otherwise with same technical specs as X50A)	\$ _____/Each	2 Each	\$ _____ Total
Eppendorf Mastercycler X50T (peripheral units; 384-sample capacity)	\$ _____/Each	2 Each	\$ _____ Total
Delivery to: 80 East White Hills Rd, St. John's NL, A1C 5X1	\$ _____/Lot	1 Lot	\$ _____ Total
		Total (HST Extra):	\$ _____

### Optional Goods Year One

Item/Description	Price Per Unit	Unit of Measure	Total Extended Price (HST Extra)
Eppendorf Mastercycler X50L (peripheral unit otherwise with same technical specs as X50A)	\$ _____/Each	6 Each	\$ _____ Total
Eppendorf Mastercycler X50T (peripheral units; 384-sample capacity)	\$ _____/Each	4 Each	\$ _____ Total
Delivery to: 80 East White Hills Rd, St. John's NL, A1C 5X1	\$ _____/Lot	1 Lot	\$ _____ Total
Total (HST extra)			\$ _____

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**Optional Goods Year Two**

Item/Description	Price Per Unit	Unit of Measure	Total Extended Price (HST Extra)
Eppendorf Mastercycler X50L (peripheral unit otherwise with same technical specs as X50A)	\$ _____/Each	6 Each	\$ _____ Total
Eppendorf Mastercycler X50T (peripheral units; 384- sample capacity)	\$ _____/Each	4 Each	\$ _____ Total
Delivery to: 80 East White Hills Rd, St. John's NL, A1C 5X1	\$ _____/Lot	1 Lot	\$ _____ Total
Total (HST extra)			\$ _____

**ANNEX "B"**  
**INFORMATION REQUIRED UNDER THE INELIGIBILITY AND SUSPENSION POLICY**

MUST BE COMPLETED BY OFFEROR WITH BID SUBMISSION

For more information see <http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>

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;

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

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3. For a Joint Venture - the names of all current members of the Joint venture;

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4. For an individual - the full name of the person;

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