



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

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

800 Burrard Street, Room 219

800, rue Burrard, pièce 219

Vancouver, BC V6Z 0B9

Bid Fax: (604) 775-7526

## 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

Public Works and Government Services Canada - Pacific  
Region

219 - 800 Burrard Street

800, rue Burrard, pièce 219

Vancouver, BC V6Z 0B9

<b>Title - Sujet</b> Travel Trailer	
<b>Solicitation No. - N° de l'invitation</b> F1045-190165/A	<b>Date</b> 2020-01-24
<b>Client Reference No. - N° de référence du client</b> F1045-190165	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$VAN-805-8732	
<b>File No. - N° de dossier</b> VAN-9-42212 (805)	<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 2020-03-09</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Pacific Daylight Saving Time PDT
<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> Wong, Katie	<b>Buyer Id - Id de l'acheteur</b> van805
<b>Telephone No. - N° de téléphone</b> (604) 356-1401 ( )	<b>FAX No. - N° de FAX</b> (604) 775-7526
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Fisheries and Oceans Science- Fraser River Stad. 985 McGill Place KAMLOOPS British Columbia V2C6X6 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>

---

## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>3</b>
1.1 SECURITY REQUIREMENTS .....	3
1.2 STATEMENT OF WORK.....	3
1.3 DEBRIEFINGS .....	3
1.4 EPOST CONNECT SERVICE .....	3
<b>PART 2 - BIDDER INSTRUCTIONS .....</b>	<b>3</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	3
2.2 SUBMISSION OF BIDS.....	3
2.3 ENQUIRIES - BID SOLICITATION.....	4
2.4 APPLICABLE LAWS.....	4
<b>PART 3 - BID PREPARATION INSTRUCTIONS.....</b>	<b>4</b>
3.1 BID PREPARATION INSTRUCTIONS .....	4
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>6</b>
4.1 EVALUATION PROCEDURES.....	6
4.2 BASIS OF SELECTION.....	6
<b>PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION .....</b>	<b>6</b>
5.1 CERTIFICATIONS REQUIRED WITH THE BID .....	7
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION .....	7
<b>PART 6 - RESULTING CONTRACT CLAUSES .....</b>	<b>8</b>
6.1 SECURITY REQUIREMENTS .....	8
6.2 STATEMENT OF REQUIREMENT .....	8
6.3 STANDARD CLAUSES AND CONDITIONS.....	8
6.4 TERM OF CONTRACT .....	8
6.5 AUTHORITIES .....	8
6.6 PAYMENT .....	9
6.7 INVOICING INSTRUCTIONS .....	10
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION.....	10
6.9 APPLICABLE LAWS.....	10
6.10 PRIORITY OF DOCUMENTS .....	10
6.11 SACC <i>MANUAL</i> CLAUSES .....	11
6.12 SHIPPING INSTRUCTIONS – DELIVERY AT DESTINATION .....	11
<b>ANNEX “A” .....</b>	<b>12</b>
STATEMENT OF WORK .....	12
<b>ANNEX “B” .....</b>	<b>16</b>
BASIS OF PAYMENT .....	16
<b>ANNEX “C” TO PART 3 OF THE BID SOLICITATION .....</b>	<b>17</b>
ELECTRONIC PAYMENT INSTRUMENTS.....	17
<b>ANNEX “D” .....</b>	<b>18</b>
FORM 1- Bid SUBMISSION FORM .....	18

Solicitation No. - N° de l'invitation  
F1045-190165/A  
Client Ref. No. - N° de réf. du client  
F1045-190165

Amd. No. - N° de la modif.  
File No. - N° du dossier  
VAN-9042212

Buyer ID - Id de l'acheteur  
VAN 805  
CCC No./N° CCC - FMS No./N° VME

---

<b>ANNEX “E” .....</b>	<b>19</b>
FORM A - SUBSTANTIATION OF TECHNICAL COMPLIANCE FORM.....	19
<b>ANNEX “F” .....</b>	<b>24</b>
OEM CERTIFICATION.....	24

## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security requirement associated with the requirement.

### **1.2 Statement of Work**

The Work to be performed is detailed under Annex "A" of the resulting contract clauses.

### **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 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.

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

Delete: 60 days

Insert: 90 days

### **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 in the bid solicitation.

Bid Receiving Unit  
Public Services and Procurement Canada  
800 Burrard Street, Room 219  
Vancouver, B.C. V6Z 0B9  
[TPSGC.RPReceptiondessoumissions-PRBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RPReceptiondessoumissions-PRBidReceiving.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: 604-775-7526

### 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 10 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 British Columbia.

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

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

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

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

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

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

Section I: Technical Bid (1 hard copy)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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.

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

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

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

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

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

## **Section I: Technical Bid**

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

In order to demonstrate compliance to the technical requirements, it is requested that the Bidder's Technical Bid include at a minimum the following:

- a. a completed Form A, indicating compliance to the specifications, supplying equipment details, and providing reference locations to supporting documentation and technical brochures included in the bid, and;
- b. Technical brochures and supporting documents should be cross-referenced with Annex A and pertinent information demonstrating compliance should be clearly marked. If Canada determines that the information required by the Substantiation of Technical Compliance Form is incomplete, Canada may, but will have no obligation to, seek clarification or verification from the bidders regarding any or all of the information provided by them with respect to Form A.

Information to be filled in by the Bidder are left \_\_\_\_\_, please fill-in spaces accordingly.

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

It is the Bidder's responsibility to provide a comprehensible and sufficiently detailed bid that will permit a complete evaluation in accordance with the criteria set out in the bid solicitation.

## **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the Basis of Payment, Annex "B". The total amount of Applicable Taxes must be shown separately.

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

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

If Annex "X" 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.

## **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**

Bids will be evaluated in accordance with the Technical Bid criteria detailed in Annex E. Bids will be assessed to ensure compliance with all of the requirements of this solicitation as described at Annex A – Statement of Work.

#### **4.1.2 Financial Evaluation**

*SACC Manual* Clause [A0222T](#) (2014-06-26), Evaluation of Price-Canadian/Foreign Bidders.

### **4.2 Basis of Selection**

#### **4.2.1 Mandatory Technical Criteria**

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

## **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 – List of Names**

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

### **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 OEM Certification**

As part of the evaluation, Canada requires OEM Certifications for the travel trailer being bid. If the Bidder is itself the OEM, it must provide the certification entitled "OEM Certification – Bidder is the OEM of



Products Offered". If the Bidder is not the OEM, it must provide the certification entitled "OEM Certification – Bidder is not the OEM of Products Bid". If the Bidder is bidding products from multiple OEMs, a separate certification must be provided in respect of each OEM.

## **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 Statement of Requirement**

The Contractor must provide the items detailed under the Requirement at Annex "A".

### **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 March 31, 2020.

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Katie Wong  
Public Works and Government Services Canada  
Acquisitions Branch  
Address: 219-800 Burrard Street, Vancouver, BC V6Z 0B9

Telephone: 604-356-1401  
E-mail address: [Katie.wong@pwgsc-tpsg.gc.ca](mailto:Katie.wong@pwgsc-tpsg.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.

Solicitation No. - N° de l'invitation  
F1045-190165/A  
Client Ref. No. - N° de réf. du client  
F1045-190165

Amd. No. - N° de la modif.  
File No. - N° du dossier  
VAN-9042212

Buyer ID - Id de l'acheteur  
VAN 805  
CCC No./N° CCC - FMS No./N° VME

## 6.5.2 Technical Authority

The Technical Authority for the Contract is: *INSERT AT CONTRACT AWARD*

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

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

## 6.5.3 Contractor's Representative *PLEASE COMPLETE THE FOLLOWING TABLE*

Name	
Title	
Company	
Address	
Telephone Number	
Email Address	

## 6.5.4 After Sales Service Representative *PLEASE COMPLETE THE FOLLOWING*

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

Name	
Title	
Company	
Address	
Telephone Number	
Email 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 B, Basis of Payment for a cost of \$\_\_\_\_\_ (Amount to be inserted 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.

### 6.6.2 Limitation of Price

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

### **6.6.3 Single Payment**

SACC Manual clause **H1000C** (2008-05-12) Single Payment

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

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

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

### **6.7 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 province or territory as specified by the Bidder in its bid, if applicable).

### **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;

Solicitation No. - N° de l'invitation  
F1045-190165/A  
Client Ref. No. - N° de réf. du client  
F1045-190165

Amd. No. - N° de la modif.  
File No. - N° du dossier  
VAN-9042212

Buyer ID - Id de l'acheteur  
VAN 805  
CCC No./N° CCC - FMS No./N° VME

- 
- (b) the general conditions 2010A (2018-06-21), General Conditions - Goods (Medium Complexity);
  - (c) Annex A, Statement of Work;
  - (d) Annex B, Basis of Payment: and
  - (e) the Contractor's bid dated \_\_\_\_\_ . *(Insert date of bid)*

#### **6.11 SACC Manual Clauses**

A1009C (2008-05-12), Work Site Access  
A9049C (2011-05-16), Vehicle Safety  
G1005C (2016-01-28), Insurance - No Specific Requirement

#### **6.12 Shipping Instructions – Delivery at Destination**

Goods must be consigned to the destination specified in the Contract and delivered:

- a. Free on Board (Destination) common carrier Fisheries and Oceans, 985 McGill Place, Kamloops B.C. V2C 6X6 for shipments from the United States government; or
- b. Delivered Duty Paid (DDP) Fisheries and Oceans, 985 McGill Place, Kamloops B.C. V2C 6X6 Incoterms 2000 for shipments from a commercial contractor.

## ANNEX "A"

### STATEMENT OF WORK

**Title:** Travel trailer replacement to support program implementation

#### Requirement

In the fall of 2018 a landslide in a remote canyon along the Fraser River north of Lillooet, B.C. created an obstruction to salmon migration.

DFO Fraser and Interior Area (FIA) Stock Assessment equipment including trailers were appropriated to the slide area to support emergency mitigation and monitoring efforts. This left FIA salmon assessment programs with an equipment deficit. As work around the slide area will be ongoing, the purchase of a travel trailer to replace the one assumed by the crews operating out of the Big Bar area is required.

The scheduled "Statement of Work" is for the purchase of one travel trailer to provide accommodation for the staff working on salmon assessment at various sites and will be utilized in the Spring, Summer and Fall.

The trailer must be new and must be equipped with what is considered standard amenities for the industry. It also must be delivered to Fisheries and Oceans, 985 McGill Place, Kamloops B.C. V2C 6X6 and must have a Safety Compliance Certification Level with a National Safety Mark (NSM), as a seal of compliance. The trailer must also meet the following MANDATORY requirements.

Wheels and Tires and Brakes	
1	Number Of Axles: 2
2	Rear Brake Type: Electric Drum
Technical Specifications	
3	Total Exterior Length (ft): maximum 36.8"
4	Exterior Width (ft): minimum 8'
5	Exterior Height – A/C Top(ft): maximum 11'1"
6	Dry Weight (lbs): maximum 6780
7	Payload Capacity (lbs): maximum 1140
8	GVWR (lbs): maximum 8000
9	Hitch Weight (lbs): maximum 920
10	Number Of Fresh Water Holding Tanks: 1
11	Total Fresh Water Tank Capacity (gal): 49
12	Number Of Gray Water Holding Tanks: 2
13	Total Gray Water Tank Capacity (gal): 84
14	Number Of Black Water Holding Tanks: 1
15	Black Tank Flush: Yes
16	Total Black (waste) Water Tank Capacity (gal): 42
17	Batteries: 2 - 6 Volt: Yes
18	Roof Mounted Solar Battery Charging System: Yes
19	Propane Tank (s): Standard
20	Number Of Propane Tanks: 2
21	Total Propane Tank Capacity (lbs): 40
22	2 Inch Thick Laminated Walls: Yes
23	Exterior Solar Prep. and Wiring: Yes
24	Outside TV Bracket and Hookups: Yes
25	Outside Shower with Hot/Cold water and Detachable Sink: Yes
Exterior	

Solicitation No. - N° de l'invitation  
F1045-190165/A  
Client Ref. No. - N° de réf. du client  
F1045-190165

Amd. No. - N° de la modif.  
File No. - N° du dossier  
VAN-9042212

Buyer ID - Id de l'acheteur  
VAN 805  
CCC No./N° CCC - FMS No./N° VME

26	One Exterior Flood Light
27	Body Material: Aluminum
28	Sidewall Construction: Fiberglass
29	Dual Pane Windows: Yes
30	Polar/Arctic Package: Yes
31	Extreme Weather Package: Yes
32	Number of Doors: 2
33	Number of Slideouts: 1
34	Power Retractable Slideout: Yes
35	Number of Awnings: 1
36	Awning length (ft): 20'
37	Power Retractable Awning: Yes
38	Leveling Jack Type: Front Power / Rear Power
39	Sky Light: One
40	Roof Vents: Yes
41	Propane Tank Cover: Yes
42	Exterior Shower: Yes
43	Pass-Thru Storage: Yes
44	Rear Bumper Drain Hose Carrier: Yes
Instrumentation	
45	Fresh Water Holding Tank Gauge: Yes
46	Gray Water Holding Tank Gauge: Yes
47	Black Water Holding Tank Gauge: Yes
48	Propane Tank Gauge: Yes
Electrical	
49	Battery Power Converter: Yes
50	Air Conditioning Prewiring: Yes
51	Cable Prewiring: Yes
52	Heat Prewiring: Yes
53	TV Antenna Prewiring: Yes
54	Satellite Prewiring: Yes
55	Exterior Plugs: Yes
56	Ground Fault Plugs: Yes
Heater and Cooler	
57	Air Conditioning Type: Automatic
58	Heater Type: Automatic
59	Water Heater Tank: Yes
60	Water Heater Pump Power Mode: Electrical / Propane
61	Water Heater Tank Bypass: Yes
62	Freeze Proof Insulation: Yes
Other	
63	Smoke Detector: Yes
64	Carbon Monoxide Detector: Yes
65	Propane Alarm: Yes
66	Emergency Exit (s): Yes
67	Number of Emergency Exits: 1
Interior	
68	Kitchen / Living Area Flooring Type: Carpet / Vinyl
69	Kitchen Table Configuration: U-shaped Dinette
70	Kitchen Location: Center
71	Living Area Location: Center
72	Number Of Oven Burners: 3

Solicitation No. - N° de l'invitation  
F1045-190165/A  
Client Ref. No. - N° de réf. du client  
F1045-190165

Amd. No. - N° de la modif.  
File No. - N° du dossier  
VAN-9042212

Buyer ID - Id de l'acheteur  
VAN 805  
CCC No./N° CCC - FMS No./N° VME

73	Overhead Fan: Yes
74	Oven / Stove: Yes
75	Microwave Oven: Yes
76	Refrigerator Size: Mid-Size
77	Refrigerator Power Mode: Electric / Propane
78	Sink Cover / Cutting Boards: Yes
79	Number Of Sofas: 1
80	Sofa Material: Vinyl
81	Min Sleeping Count: 4
82	Number Of Queen Size Beds: 2
83	Master Bedroom Shades / Curtains: Yes
84	Master Bedroom Location: Front/Rear
85	Master Bedroom Doors: Conventional doors
86	Master Bedroom Mirror Doors: Yes
87	Bedspreads: Yes
88	Curtains / Shades: Yes
89	Number Of Bathrooms: 1
90	Bathroom access: Through trailer and exterior door
91	Bathroom Flooring Type: Vinyl
92	Bathroom Location: Center
93	Toilet Type: Plastic
94	Bathtub/shower combo: Yes
95	Bathroom Sink: Yes
96	Bathroom Medicine Cabinet: Yes
97	Bathroom Mirror: Yes
98	Bathroom Vent / Fan System: Yes
99	Power Vent Fan: Yes
100	Sink / Faucet: Yes
Audio and Communication	
101	Retractable Roof Antenna: Yes
102	Number of Radios: 1
103	Speaker Location: Interior/Exterior
104	DVD Player: Yes
105	Exterior Entertainment System: Yes
106	TV Included: Yes
Warranty	
107	In addition to the standard 1 year warranty of the travel trailer, the roof must have a 12-year warranty

### Inspection and Acceptance

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

### Preparation for Delivery

Solicitation No. - N° de l'invitation  
F1045-190165/A  
Client Ref. No. - N° de réf. du client  
F1045-190165

Amd. No. - N° de la modif.  
File No. - N° du dossier  
VAN-9042212

Buyer ID - Id de l'acheteur  
VAN 805  
CCC No./N° CCC - FMS No./N° VME

---

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

All vehicles delivered to the consignee are to be delivered between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday, except Federal holidays. Any attempt by the carrier to deliver vehicles before or after these hours may be refused unless arrangements have been made for authorized, qualified personnel to be available to perform inspections and to accept delivery. When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable to pay for additional costs.

### **Tools and Loose Equipment**

For shipment verification, all items and tools, which are shipped loose with the vehicle/equipment, must be listed on the attached packing note.

### **Material**

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



Solicitation No. - N° de l'invitation  
F1045-190165/A  
Client Ref. No. - N° de réf. du client  
F1045-190165

Amd. No. - N° de la modif.  
File No. - N° du dossier  
VAN-9042212

Buyer ID - Id de l'acheteur  
VAN 805  
CCC No./N° CCC - FMS No./N° VME

---

## ANNEX "B"

### BASIS OF PAYMENT

The Contractor must deliver the vehicle/equipment meeting or exceeding the specifications stated in Annex A, including the owners' manuals, warranty letter(s), preventative maintenance replacement parts kit list, and any other documentation.

#### B.1 Travel Trailer

The Contractor will be paid a firm unit price of \$\_\_\_\_\_ FOB Destination in Canadian dollars, Customs duties are included and Applicable Taxes are extra for the trailer and including all equipment and related items, in accordance to 6.6.1 of the Contract.

Model Name	
Year	
Manufacturer	
Delivery Contact	<i>Fisheries and Oceans Canada personnel, contact information to be inserted by PSPC at time of Contract award.</i>

Solicitation No. - N° de l'invitation  
F1045-190165/A  
Client Ref. No. - N° de réf. du client  
F1045-190165

Amd. No. - N° de la modif.  
File No. - N° du dossier  
VAN-9042212

Buyer ID - Id de l'acheteur  
VAN 805  
CCC No./N° CCC - FMS No./N° VME

---

## **ANNEX “C” to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

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

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

Solicitation No. - N° de l'invitation  
F1045-190165/A  
Client Ref. No. - N° de réf. du client  
F1045-190165

Amd. No. - N° de la modif.  
File No. - N° du dossier  
VAN-9042212

Buyer ID - Id de l'acheteur  
VAN 805  
CCC No./N° CCC - FMS No./N° VME

## ANNEX "D"

### FORM 1- Bid Submission Form

Bid Submission Form		
<b>Bidder's full legal name</b>		
<b>Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)</b>	Name	
	Title	
	Address	
	Telephone No.	
	Email address	
<b>Bidder's Procurement Business Number (PBN)</b> [see the <i>Standard Instructions 2004</i> ]		
<b>Jurisdiction of Contract:</b> Province or Territory in Canada the bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation)		
Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently <b>directors of the Bidder</b> . Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s). Bidders bidding as societies, firms, or partnerships do not need to provide lists of names.		
On behalf of the Bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:  <ol style="list-style-type: none"><li>1. The Bidder considers itself and its products and services are able to meet all the mandatory requirements described in the bid solicitation;</li><li>2. This bid is valid for the period requested in the bid solicitation;</li><li>3. All the information provided in the bid is complete, true and accurate; and</li><li>4. If the Bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation.</li></ol>		
<b>Signature of Authorized Representative of Bidder</b>		
<b>Date</b>		

**ANNEX “E”**

**Form A - Substantiation of Technical Compliance Form**

Vehicle Model Name and Year: \_\_\_\_\_ (Insert Name)

The trailer must meet the following Mandatory requirements:

Line	Trailer Specifications	Comply (Yes/No)	Proposed Trailer information	Reference to supporting documentation
<b>Wheels and Tires and Brakes</b>				
1	Number Of Axles: 2			
2	Rear Brake Type: Electric Drum			
<b>Technical Specifications</b>				
3	Total Exterior Length (ft): maximum 36'8"		Proposed trailer's exterior length:	
4	Exterior Width (ft): minimum 8'		Proposed trailer's exterior width:	
5	Exterior Height – A/C Top(ft): maximum 11'1"		Proposed trailer's exterior height:	
6	Dry Weight (lbs): max. 6780		Proposed trailer's dry weight:	
7	Payload Capacity (lbs): max. 1140		Proposed trailer's payload capacity:	
8	GVWR (lbs): max. 8000		Proposed trailer's GVWR:	
9	Hitch Weight (lbs): max. 920		Proposed trailer's hitch weight:	
10	Number Of Fresh Water Holding Tanks: 1			
11	Total Fresh Water Tank Capacity (gal): 49			
12	Number Of Gray Water Holding Tanks: 2			
13	Total Gray Water Tank Capacity (gal): 84			

14	Number Of Black Water Holding Tanks: 1			
15	Black Tank Flush: Yes			
16	Total Black (waste) Water Tank Capacity (gal): 42			
17	Batteries: 2 - 6 Volt: Yes			
18	Roof Mounted Solar Battery Charging System: Yes			
18	Propane Tanks: Standard			
20	Number Of Propane Tanks: 2			
21	Total Propane Tank Capacity (lbs): 40			
22	2 Inch Thick Laminated Walls: Yes			
23	Exterior Solar Prep. and Wiring: Yes			
24	Outside TV Bracket and Hookups: Yes			
25	Outside Shower with Hot/Cold water and Detachable Sink: Yes			
<b>Exterior</b>				
26	Exterior Flood Light: 1			
27	Body Material: Aluminum			
28	Sidewall Construction: Fiberglass			
29	Dual Pane Windows: Yes			
30	Polar/Arctic Package: Yes			
31	Extreme Weather Package: Yes			
32	Number of Doors: 2			
33	Number of Slideouts: 1			
34	Power Retractable Slideout: Yes			
35	Number of Awnings: 1			
36	Awning length (ft): 20'			
37	Power Retractable Awning: Yes			

38	Leveling Jack Type: Front Power / Rear Power			
39	Sky Light: Yes			
40	Roof Vents: Yes			
41	Propane Tank Cover: Yes			
42	Exterior Shower: Yes			
43	Pass-Thru Storage: Yes			
44	Rear Bumper Drain Hose Carrier: Yes			
Instrumentation				
45	Fresh Water Holding Tank Gauge: Yes			
46	Gray Water Holding Tank Gauge: Yes			
47	Black Water Holding Tank Gauge: Yes			
48	Propane Tank Gauge: Yes			
Electrical				
49	Battery Power Converter: Yes			
50	Air Conditioning Prewiring: Yes			
51	Cable Prewiring: Yes			
52	Heat Prewiring: Yes			
53	TV Antenna Prewiring: Yes			
54	Satellite Prewiring: Yes			
55	Exterior Plugs: Yes			
56	Ground Fault Plugs: Yes			
Heater and Cooler				
57	Air Conditioning Type: Automatic			
58	Heater Type: Automatic			
59	Water Heater Tank: Yes			
60	Water Heater Pump Power Mode: Electrical / Propane			
61	Water Heater Tank Bypass: Yes			
62	Freeze Proof Insulation: Yes			
Other				

63	Smoke Detector: Yes			
64	Carbon Monoxide Detector: Yes			
65	Propane Alarm: Yes			
66	Emergency Exit (s): Yes			
67	Number of Emergency Exits: 1			
<b>Interior</b>				
68	Kitchen / Living Area Flooring Type: Carpet / Vinyl			
69	Kitchen Table Configuration: U-shaped Dinette			
70	Kitchen Location: Center			
71	Living Area Location: Center			
72	Number Of Oven Burners: 3			
73	Overhead Fan: Yes			
74	Oven / Stove: Yes			
75	Microwave Oven: Yes			
76	Refrigerator Size: Mid-Size			
77	Refrigerator Power Mode: Electric / Propane			
78	Sink Cover / Cutting Boards: Yes			
79	Number Of Sofas: 1			
80	Sofa Material: Vinyl			
81	Min Sleeping Count: 4			
82	Number Of Queen Size Beds: 2			
83	Master Bedroom Shades / Curtains: Yes			
84	Master Bedroom Location: Front/Rear			
85	Master Bedroom Doors: Conventional doors			
86	Master Bedroom Mirror Doors: Yes			
87	Bedspreads: Yes			
88	Curtains / Shades: Yes			
89	Number Of Bathrooms: 1			

90	Bathroom access: Through trailer and exterior door			
91	Bathroom Flooring Type: Vinyl			
92	Bathroom Location: Center			
93	Toilet Type: Plastic			
94	Bathtub/shower combo: Yes			
95	Bathroom Sink: Yes			
96	Bathroom Medicine Cabinet: Yes			
97	Bathroom Mirror: Yes			
98	Bathroom Vent / Fan System: Yes			
99	Power Vent Fan: Yes			
100	Sink / Faucet: Yes			
<b>Audio and Communication</b>				
101	Retractable Roof Antenna: Yes			
102	Number of Radios: 1			
103	Speaker Location: Interior/Exterior			
104	DVD Player: Yes			
105	Exterior Entertainment System: Yes			
106	TV Included: Yes			
<b>Warranty</b>				
107	In addition to the standard 1 year warranty of the travel trailer, the roof must have a 12-year warranty			



## ANNEX "F"

### OEM CERTIFICATION

OEM Certification – Bidder is the OEM of Products Bid	
On behalf of the Bidder, I certify that the Bidder is itself the OEM of the products being offered in response to the Solicitation identified below.	
Solicitation Number	
Name of Bidder	
Signature of Bidder's Authorized Representative	
Name of Bidder's Authorized Representative	
Date Signed	
If this Certification is limited to specific products or specific services, please provide details	

**Note for Joint Venture Bidder:** Where one of the members of the joint venture is the OEM, then this certification is required to be signed by that member of the joint venture.

OEM Certification – Bidder is not the OEM of Products Bid	
The OEM identified below authorizes the Bidder named below to provide its products and provide warranty service in relation to those products under the Contract issued as a result of the Solicitation identified below.	
Name of OEM	
Address of OEM	
Name of OEM's Authorized Representative	
Title of OEM's Authorized Representative	
Telephone Number of OEM's Authorized Representative	
Fax Number of OEM's Authorized Representative	
Signature of OEM's Authorized Representative	
Date Signed	
Solicitation Number	
Name of Bidder	
If this Certification is limited to specific products or specific services, please provide details	

**Note for Joint Venture Bidders:** Certifications made by the OEM must name (as the Bidder) ALL members of the joint venture Bidder that will be involved in delivering or servicing that OEM's equipment in the performance of the Work, or the joint venture itself must be named (if the joint venture has been given a name).