



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

**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

Electrical & Electronics Products Division
L'Esplanade Laurier
East Tower, 4th floor,
Ottawa
Ontario
K1A 0S5

Title - Sujet GENERATOR SYSTEMS - R&O		
Solicitation No. - N° de l'invitation W8486-196044/A	Date 2020-02-03	
Client Reference No. - N° de référence du client W8486-196044		
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-475-78428		
File No. - N° de dossier hn475.W8486-196044	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-03-17		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input checked="" type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Figueredo, Laila		Buyer Id - Id de l'acheteur hn475
Telephone No. - N° de téléphone (613) 298-4794 ()	FAX No. - N° de FAX () -	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes		

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Logistics Statement of Work, the Basis of Payment, the DND 626 Task Authorization Form, the Integrity Provisions – Associated Information form, the Federal Contractors Program for Employment Equity - Certification, the Technical Evaluation Criteria and the Financial Proposal.

1.2 Summary

The Department of National Defence (DND) has a requirement, on an “as and when required basis” for Repair and Overhaul (R&O) services to be performed on 2.0 to 60 KW generators, power distribution systems, distribution boxes, and load banks. This equipment is positioned throughout Canada and at operational sites. The attached Statement of Work (SOW) and its appendices defines the work effort required to perform R&O functions. The R&O functions include, but are not limited to handling, repairing, overhauling, modifications, upgrades, equipment configuration management, technical data management, integrated logistics support and maintenance support.

The Contract will be for a two (2) year period starting from date of contract award with options to extend the contract for up to three (3) additional one-year periods.

There are no security requirements associated with this requirement.

This procurement is subject to the Controlled Goods Program. The [Defence Production Act](#) defines Canadian Controlled Goods as certain goods listed in Canada's Export Control List, a regulation made pursuant to the Export and Import Permits Act (EIPA).

Solicitation No. - N° de l'invitation
W8486-196044/A
Client Ref. No. - N° de réf. du client
W8486-196044

Amd. No. - N° de la modif.
File No. - N° du dossier
hn475.W8486-196044

Buyer ID - Id de l'acheteur
hn475
CCC No./N° CCC - FMS No./N° VME

The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 7 - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.

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 Phased Bid Compliance Process

The Phased Bid Compliance Process applies to this requirement.

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: 120 days

2.1.1 SACC Manual Clauses

SACC Reference	Title	Date
B1000T	Condition of Material - Bid	2014-06-26

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.

Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

2.3 Former Public Servant – Competitive Bid

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

Definitions:

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

- a. an individual;

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

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

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

Former Public Servant in Receipt of a Pension:

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Bidder to complete:**

Yes () No ()

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

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

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

Work Force Adjustment Directive:

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Bidder to complete:**

Yes () No ()

If so, the Bidder must provide the following information:

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

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

2.4 Enquiries - Bid Solicitation

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

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

2.5 Applicable Laws

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

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

2.6 Design Data List (DDL) Request

To request a copy of the Design Data List (DDL), drawings, and specifications, Bidders must contact the Contracting Authority by email and provide their full mailing address. If Bidders have not received the documents at least ten (10) calendar days prior to bid closing date, Bidders should communicate with the Contracting Authority.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Due to the nature of the bid solicitation, bids transmitted by epost Connect service and by facsimile will not be accepted

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (3 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard 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 and describe their approach in a thorough, concise and clear manner for carrying out the work.

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.

Section II: Financial Bid

3.1.1 Bidders must submit their financial bid in accordance with the Financial Proposal detailed in Annex "H".

3.1.2 Electronic Payment of Invoices – Bid

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

Bidder to complete:

- () Direct Deposit (Domestic and International)
- () Electronic Data Interchange (EDI)

If none are chosen, 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.

3.1.3 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.
- (c) Canada will use the Phased Bid Compliance Process described below.

4.1.1 Phased Bid Compliance Process

4.1.1.1 (2018-07-19) General

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE.

THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.
- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2019-03-04) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation

period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).

- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

4.1.1.2 (2018-03-13) Phase I: Financial Bid

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (d) For Bids other than those described in c), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- (e) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- (f) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.

- (g) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, **only** that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.
- (h) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

4.1.1.3 (2018-03-13) Phase II: Technical Bid

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- (d) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.

- (e) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.
- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, **only** that part of the original Bid as is permitted in this Section.
- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid
- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

4.1.1.4 (2018-03-13) Phase III: Final Evaluation of the Bid

- (a) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

4.1.2 (2017-07-31) Technical Evaluation

The Phased Bid Compliance Process will apply to all mandatory technical criteria. All bids must be completed in full and provide all information requested in the bid solicitation to enable a full and complete evaluation.

4.1.2.1 Mandatory and Point Rated Technical Evaluation

Mandatory and point rated technical evaluation criteria are included in Annex "G" Technical Evaluation Criteria.

4.1.3 Financial Evaluation

4.1.3.1 Mandatory Financial Criteria

Bidders must submit their financial bid in accordance with Annex H. The total amount of applicable taxes is extra and shown separately. Bids must be completed in full and provide all financial information requested at Annex H to enable a full and complete evaluation.

All prices and rates must be in Canadian dollars, FCA Free Carrier, at Contractor's Facility, Incoterms 2000, Canadian Custom Duties and Excise Taxes included where applicable, and Applicable Taxes extra.

The evaluated aggregated price of the Bid will be determined in accordance with Annex H.

4.2 Basis of Selection

4.2.1 Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria; and
 - c. obtain the required minimum points specified for each point rated technical criterion for the technical evaluation, and
 - d. obtain the required minimum of 70% of the points (min 70 points) overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 100 points.
2. Bids not meeting (a) or (b) or (c) and (d) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.

7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)

		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	115/135 x 60 = 51.11	89/135 x 60 = 39.56	92/135 x 60 = 40.89
	Pricing Score	45/55 x 40 = 32.73	45/50 x 40 = 36.00	45/45 x 40 = 40.00
Combined Rating		83.84	75.56	80.89
Overall Rating		1st	3rd	2nd

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 Integrity 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 specified will render the bid non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real 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.

Bidder must complete Annex “E” Integrity Provisions – Associated Form as follows:

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of all 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.

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

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

5.2.3 General Environmental Criteria Certification

The Bidder must select and complete one of the following two certification statements. (***Bidder to complete***)

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

Bidders' Authorized Representative Signature

Date

OR

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

The Bidder must indicate which four (4) criteria below, as a minimum, are met:

Green Practices within the Bidders' organization	Insert a checkmark for each criterion that is met
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	

Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

Bidders' Authorized Representative Signature

Date

5.2.4 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

5.2.5 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

(Bidder to complete)

Bidders' Authorized Representative Signature

Date

Solicitation No. - N° de l'invitation
W8486-196044/A
Client Ref. No. - N° de réf. du client
W8486-196044

Amd. No. - N° de la modif.
File No. - N° du dossier
hn475.W8486-196044

Buyer ID - Id de l'acheteur
hn475
CCC No./N° CCC - FMS No./N° VME

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

There is no security requirement applicable to the Contract.

6.2 Financial Capability

SACC Manual clause [A9033T](#) (2012-07-16) Financial Capability

6.3 Controlled Goods Requirement

SACC Manual clause [A9130T](#) (2019-11-28) Controlled Goods Program

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

PART 7 - RESULTING CONTRACT CLAUSES

7.1 Statement of Work

The Contractor must perform the Work in accordance with the following:

- a) Annex "A", Statement of Work;
- b) Appendix 1 to Annex "A", Statement of Work for Chemical Agent Resistant Coating (CARC) System; and
- c) Annex "B", Logistics Statement of Work

The Contractor must provide Repair and Overhaul (R&O) services on an "as and when required basis" for 2.0 to 60 KW generators, power distribution systems, distribution boxes, and load banks for the Department of National Defence (DND). This equipment is positioned throughout Canada and at operational sites.

The R&O functions include, but are not limited to: handling, repairing, overhauling, modifications, upgrades, equipment configuration management, technical data management, integrated logistics support and maintenance support. Work to be performed at the Contractor's facilities or by Mobile Repair Party (MFP). Work to be conducted includes, but is not limited to:

- a) Repair, overhaul, modification and reduction of spares;
- b) Special Investigation and Technical Studies (SITS);
- c) Technical Investigation and Engineering Support (TIES);
- d) Field Service Representative (FSRs)
- e) Submission of Reports;
- f) Meetings.

7.1.1 Work Categories and Procedures

The Work is summarized into two (2) main categories as follows:

Category 1: consists of free flow components for Repair and Overhaul (R&O), on an "as and when required basis". It includes certain modifications to the equipment or system as requested, which may include a new substitute part due to obsolescence, or updating an early configuration to the Original Equipment Manufacturers (OEM) current baseline standard.

Category 2: consists of all other tasks, on an "as and when required basis", such as Technical Investigation and Engineering Support (TIES), Special Investigation and Technical Studies (SITS), Field Service Representatives (FSRs) and Mobile Repair Parties (MRPs), upgrade and urgent parts.

7.1.2 Work Authorization

7.1.2.1 Category 1 – Repair & Overhaul

Authorization for Category 1 Work described as R&O must be in accordance with Annex "A" Statement of Work, Appendix 1 to Annex "A", Statement of Work for Chemical Agent Resistant Coating System, and Annex "B" Logistics Statement of Work.

The Contractor must repair and overhaul only those items for which they have received authorization in accordance with the relevant section of A-LM-184-001/JS-001 and as detailed in Annex "A". The Contractor must also conform to the direction contained in A-LM-184-001/Js-001 as applicable and such other supply procedures as may be advised from time to time in the demanding, handling, packaging, storing, shipping, and recording, etc. of the DND equipment and stores in their possession. Repair / overhaul priorities will be maintained as per information provided in the Section Notice and Priority Summary (SNAPS).

7.1.2.2 Category 2 – Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

7.1.2.3 Task Authorization Process

1. The Technical Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form specified in Annex D.
2. The Task Authorization (DND626) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis (bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Technical Authority, within ten (10) calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA (DND 626) authorized by the Procurement Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

7.1.2.4 Task Authorization Limit

The Procurement Authority may authorize individual task authorizations up to a limit of \$100,000.00, Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Procurement Authority and Contracting Authority before issuance.

If at any time during the Work it becomes evident that the authorized level of expenditure will be exceeded, the Contractor must immediately submit a revised funding estimate to the Procurement Authority (PA). When expenditures reach the authorized level of the Task Authorization (TA), the Contractor must stop work and await further instructions from the PA. Under NO circumstances shall the authorized level of the TA be exceeded without prior written approval by the PA.

7.1.2.5 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

7.1.2.6 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31; and
- 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 14 calendar days after the end of the reporting period.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

For each authorized task:

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

For all authorized tasks:

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

7.1.2.7 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by DLP 6. This process includes monitoring, controlling, and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

7.1.3 Urgent Requirements – Priority Repair Requests (PRR)

The Contractor will take immediate action to satisfy urgent requirements of the Department of National Defence (DND) as and when required by the Procurement Authority. The urgent request will be identified in a Priority Repair Request (PRR).

7.1.4 Performance and Reliability

Equipment repaired or overhauled in accordance with the terms of this Contract will be produced to meet the standards of performance and reliability described in applicable DND specifications. When such standards are not described or when the standards described are considered by the Contractor to be inadequate, the Contractor will submit the standards of performance and reliability to which they propose to repair / overhaul the equipment through the National Defence Quality Assurance Representative (NDQAR) who will forward the standards to the Technical Authority for approval.

7.2 Standard Clauses and Conditions

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

7.2.1 General Conditions

2030 (2018-06-21), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.2.2 Supplemental General Conditions

4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground, apply to and form part of the Contract.

7.3 Security Requirements

There is no security requirement applicable to the Contract.

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is twenty-four (24) months, from _____ to _____ inclusive (to be completed upon Contract).

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three (3) additional one-year periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Solicitation No. - N° de l'invitation
W8486-196044/A
Client Ref. No. - N° de réf. du client
W8486-196044

Amd. No. - N° de la modif.
File No. - N° du dossier
hn475.W8486-196044

Buyer ID - Id de l'acheteur
hn475
CCC No./N° CCC - FMS No./N° VME

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Public Works and Government Services Canada - Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate - "HN" Division
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Ottawa, ON
K1A 0R5

Telephone: 613-298-4794

E-mail address: laila.figuero@pwgsc-tpsgc.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.

7.5.2 Technical Authority

The Technical Authority for the Contract is: *(will be inserted at contract award)*

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

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

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.

7.5.3 Procurement Authority

The Procurement Authority for the Contract is: *(will be inserted at contract award)*

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

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

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and

processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

7.5.4 Contractor's Representative

The Contractor's Representative for the Contract is: **(Bidder to complete)**

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

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

7.6 Proactive Disclosure of Contracts with Former Public Servants

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

7.7 Payment

7.7.1 Basis of Payment

7.7.1.1 Category 1 – Repair & Overhaul

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm hourly rates and firm mark-up percentage in Canadian dollars, as specified in Annex "C" Basis of Payment, FCA Free Carrier at Contractor's facility, Incoterms 2000, 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.

7.7.1.2 Category 2 – Task Authorizations

The Contractor will be paid its costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), the Contractor will be paid in accordance with the basis of payment, in Annex "C", as specified in the authorized TA. Customs duties are included, and Applicable Taxes are extra.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized task authorization resulting from any design changes, modifications or interpretations of the Work will be

authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

7.7.1.3 Travel and Living Expenses - National Joint Council Travel Directive

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, and private vehicle allowances specified in Appendices B, C and D of the National Joint Council Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

All travel must have the prior authorization of the Contracting Authority.

All payments are subject to government audit.

7.7.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____ (to be completed upon Contract award). Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75% committed, or
 - b. four months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.7.3 Method of Payment

For Category 1 – Repair & Overhaul: H1008C (2008-05-12) Monthly Payments

For Category 2 – Task Authorizations: H1001C (2008-05-12) Multiple Payments

7.7.4 SACC Manual Clauses

SACC Reference	Title	Date
<u>C2000C</u>	Taxes - Foreign-based Contractor	2007-11-30
<u>C2605C</u>	Canadian Customs Duties and Sales Tax - Foreign-based Contractor	2008-05-12
<u>C2608C</u>	Canadian Customs Documentation	2019-05-30
<u>C2610C</u>	Customs Duties - Department of National Defence - Importer	2007-11-30

<u>C0710C</u>	Time and Contract Price Verification	2007-11-30
<u>C0307C</u>	Cost Submission – Repair and Overhaul	2014-06-26

7.7.5 T1204 Information Reporting by Contractor

1. Pursuant to paragraph 221 (1)(d) of the Income Tax Act, R.S. 1985, c.1 (5th Supp.), payments made by departments and agencies to contractors under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payments slip.
2. To enable departments and agencies to comply with this requirement, the Contractor must provide the following information within thirty (30) calendar days following contract award:
 - a. the legal name of the Contractor, i.e. the legal name associated with its business number or Social Insurance Number (SIN), as well as its address and postal code;
 - b. the status of the Contractor, i.e. an individual, a sole proprietorship, a corporation, or a partnership;
 - c. the business number of the Contractor if the Contractor is a corporation or a partnership and the SIN if the Contractor is an individual or a sole proprietorship. In the case of a partnership, if the partnership does not have a business number, the partner who has signed the Contract must provide its SIN;
 - d. in the case of a joint venture, the business number of all parties to the joint venture who have a business number or their SIN if they do not have a business number.
3. The information must be sent to the person and address specified below. If the information includes a SIN, the information should be provided in an envelope marked "protected".

Name of person _____ (to be inserted at Contract award)

Address _____ (to be inserted at Contract award)

7.7.6 Electronic Payment of Invoices – Contract

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

- a. Direct Deposit (Domestic and International);
- b. Electronic Data Interchange (EDI);

7.8 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 has been completed and that all maintenance service call reports related to the Work identified in the invoice have been received by the Technical Authority.

Invoices must be submitted on the Contractor's own form and will include the following supporting information / documentation:

- a) the date;
- b) name and address of Consignee;

- c) contract number, serial number, and financial codes;
- d) quantity, device type, manufacturer, and serial number;
- e) item number, part number, reference number, and description;
- f) supporting documentation / receipts (i.e. travel expenses, hotel, car rental, airline, etc.)

2. Invoices must be distributed as follows:

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

National Defence Headquarters
101 Colonel By Drive
Ottawa, ON
K1A 0K2

Attention: DLP-6-3-2

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

7.9 Certifications and Additional Information

7.9.1 Compliance

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

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

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.10 Applicable Laws

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

7.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the supplemental general conditions [4006](#) (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground;

- (c) the general conditions [2030](#) (2018-06-21), General Conditions - Higher Complexity – Goods and [2035](#) (2018-06-21), General Conditions - Higher Complexity - Services;
- (d) Annex A, Statement of Work including Appendix 1 to Annex A, and Design Data List (DDL);
- (e) Annex B, Logistics Statement of Work;
- (f) Annex C, Basis of Payment;
- (g) the signed Task Authorizations (including all of its annexes, if any);
- (h) the Contractor's bid dated _____, *(to be inserted upon contract award)*, as clarified / amended on _____ *(to be inserted upon contract award, if applicable)*.

7.12 Defence Contract

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

7.13 Canadian Forces Site Regulations

The Contractor must comply with all standing orders or other regulations, instructions and directives in force on the site where the Work is performed.

7.14 Insurance

SACC Manual clause [G1005C](#) (2016-01-28) Insurance - No Specific Requirement

7.15 Controlled Goods

SACC Manual clause [B4060C](#) (2011-05-16), Controlled Goods

7.16 Controlled Goods Program - Contract

SACC Manual clause [A9131C](#) (2014-11-17), Controlled Goods Program – Contract

7.17 SACC Manual Clauses

SACC Reference	Section	Date
D5510C	Quality assurance authority (Department of National Defence): Canadian-based contractor	2017-08-17
D5515C	Quality Assurance Authority (Department of National Defence) - Foreign-based and United States Contractor	2010-01-11
D5540C	ISO 9001:2015 Quality Management Systems - Requirements (Quality Assurance Code Q)	2019-05-30
D5604C	Release Documents (Department of National Defence) - Foreign-based Contractor	2008-12-12
D5605C	Release Documents (Department of National Defence) - United States-based Contractor	2010-01-11
D5606C	Release documents (Department of National Defence): Canadian-based Contractor	2017-11-28
A2000C	Foreign Nationals (Canadian Contractor)	2006-06-16
A2001C	Foreign Nationals (Foreign Contractor)	2006-06-16
L5001C	Surplus Government Property	2008-05-12
C2801C	Priority Rating: Canadian Based Contractors	2017-08-17
B7500C	Excess Goods	2006-06-16
A9019C	Hazardous Waste Disposal	2011-05-16
D3010C	Delivery of Dangerous Goods/Hazardous Products	2016-01-28
D2025C	Wood Packaging Materials	2017-08-17

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D6010C	Palletization	2007-11-30
B1501C	Electrical Equipment	2018-06-21

7.18 Release Documents – Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- a. One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- b. Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- c. One (1) copy to the Contracting Authority;
- d. One (1) copy to:

National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
Attention: DLP 6-3-2

- e. One (1) copy to the Quality Assurance Representative;
- f. One (1) copy to the Contractor; and
- g. For all non-Canadian contractors, one (1) copy to:

DQA/Contract Administration
National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2

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

7.19 Shipping Instructions (Department of National Defence) - Canadian-based Contractor

1. Delivery will be FCA Free Carrier at Origin (Contractor's Facility) Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.
2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.
 - a. *Insert the following for all sole source contracts, except repair and overhaul, where the Contractor is located in Canada:*

Inbound Logistics Co-ordination Center (ILCC)
Telephone: 1-877-877-7423 (toll free)
Facsimile: 1-877-877-7409 (toll free)
E-mail: ILHQOttawa@forces.gc.ca

OR

- b. *Insert the following for all repair and overhaul contracts where the Contractor is located between Kingston inclusive and westward to the Ontario/Manitoba border:*

Inbound Logistics Central Area (ILCA)
Telephone: 1-866-371-5420 (toll free)
Facsimile: 1-866-419-1627 (toll free)
E-mail: ILCA@forces.gc.ca

OR

- c. *Insert the following for all repair and overhaul contracts where the Contractor is located in Manitoba, Saskatchewan, Alberta, British Columbia, and the National Capital Region inclusive to east of Kingston:*

Inbound Logistics Coordination Center (ILCC)
Telephone: 1-877-877-7423 (toll free)
Facsimile: 1-877-877-7409 (toll free)
E-mail: ILHQOttawa@forces.gc.ca

OR

- d. *Insert the following for all repair and overhaul contracts where the Contractor is located in Quebec:*

Inbound Logistics Quebec Area (ILQA)
Telephone: 1-866-935-8673 (toll free), or
1-514-252-2777, ext. 4673, 2852
Facsimile: 1-866-939-8673 (toll free), or
1-514-252-2911
E-mail: 25DAFCTrafficQM@forces.gc.ca

OR

- e. *Insert the following for all repair and overhaul contracts where the Contractor is located in Atlantic (New Brunswick, Prince Edward Island, Nova Scotia, Newfoundland and Labrador):*

Inbound Logistics Atlantic Area (ILAA)
Telephone: 1-902-427-1438
Facsimile: 1-902-427-6237
E-mail: BlogILAA@forces.gc.ca

3. The Contractor must provide the following information to the DND Inbound Logistics Coordination Center when arranging for shipment:

- a. the Contract number;

- b. consignee address (for multiple addresses, items must be packaged and labelled separately with each consignee address);
 - c. description of each item;
 - d. the number of pieces and type of packaging (i.e., carton, crate, drum, skid);
 - e. actual weight and dimensions of each piece type, including gross weight;
 - f. full details of dangerous goods/hazardous products, as required for the applicable mode of transportation, signed certificates for dangerous goods/hazardous products as required for shipment by the International Maritime Dangerous Goods Code, the International Air Transport Association regulations or the applicable Canadian [Transportation of Dangerous Goods Regulations](#), and a copy of the safety data sheet in English and French.
4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, and the marking of each piece with a Transportation Control Number.
5. The Contractor must not ship the goods before receiving shipping instructions from the DND Inbound Logistics contact.
6. If the Contractor delivers the goods at a place and time which are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.
7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either 30 days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or 30 days following the delivery date specified in the Contract, whichever is later.

7.20 Shipping instructions (Department of National Defence): Foreign-based contractors

1. Delivery will be FCA Free Carrier at Origin (Contractor's facility) Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.
2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

a. *Insert the following when the Contractor is located in the United States (U.S.):*

Inbound Logistics Coordination Center (ILCC):
Telephone: 1-877-447-7701 (toll free)
Facsimile: 1-877-877-7409 (toll free)
E-mail: ILHQOttawa@forces.gc.ca

OR

b. Insert the following when the Contractor is located in United Kingdom (UK) and Ireland:

Inbound Logistics United Kingdom (ILUK):
Telephone: 011-44-1895-613023, or 011-44-1895-613024, or
Facsimile: 011-44-1895-613046
E-mail: CFSUEDetUKMovements@forces.gc.ca

In addition, the Contractor must send to ILUK the completed form "Shipping Advice and Export Certificate" by e-mail to: CFSUEDetUKMovements@forces.gc.ca.
The shipment of any items above the value of 600 GBP (pound sterling) being exported from the United Kingdom and Ireland will be cleared by DND using Her Majesty's Customs & Excise (HMCE) New Export Systems (NES). The Contractor must comply with HMCE requirements by registering with HMCE or by having a freight forwarder complete the entry. A printed copy of the NES entry Export Declaration clearly displaying the Declaration Unique Consignment Reference Number must be provided by the Contractor and attached to the consignment. The Contractor must ensure that this procedure is carried out for all stores whether they be initial purchase or repair and overhaul export items. HMCE will authorize Canadian Forces Support Unit (Europe) to ship the goods only if the procedure has been adhered to completely and properly by the Contractor. **Note:** To ensure you receive a reply on any contracting information such as Incoterms etc, always include the e-mail address: ILHQcontract-ILHQcontrat@forces.gc.ca in carbon copy (cc).

OR

c. Insert the following when the Contractor is located in a country other than Canada, the U.S., the UK and Ireland:

Inbound Logistics Europe Area (ILEA):
Telephone: +49-(0)-2203-908-1807 or 2748 or 5304
Facsimile: +49-(0)-2203-908-2746
Email: ILEA@forces.gc.ca
Note: To ensure you receive a reply on any contracting information such as Incoterms etc, always include the e-mail address: ILHQcontract-ILHQcontrat@forces.gc.ca in carbon copy (cc).

OR

d. Insert the following for U.S. Foreign Military Sales (FMS):

Inbound Logistics Coordination Center (ILCC):
Telephone: 1-877-447-7701 (toll free)
Facsimile: 1-877-877-7409 (toll free)
Email: ILHQOttawa@forces.gc.ca

Canada is responsible for the carrier selection for shipments of the goods supplied under this FMS contract. Instructions on how to obtain carrier selection from Canada are contained in U.S. Department of Defense 4000.25-8-M, Military Assistance Program Address Directory, and Canadian Special Instructions Indicator (SII). The Contractor must not ship the goods until the SII has been complied with.

3. The Contractor must provide the following information to the DND Inbound Logistics contact when arranging for shipment:

- a. the Contract number;
 - b. consignee address (if multiple addresses, items must be packaged and labeled separately with each consignee address);
 - c. description of each item;
 - d. the number of pieces and type of packaging (e.g. carton, crate, drum, skid);
 - e. actual weight and dimensions of each piece type, including gross weight;
 - f. copy of the commercial invoice (in accordance with clause [C2608C](#), section 4, of the [Standard Acquisition Clauses and Conditions Manual](#)) or a copy of the Canada Border Services Agency form C11 [Canada Customs Invoice](#) (PDF 429KB) - ([Help on File Formats](#));
 - g. [Schedule B](#) codes (for exports) and the Harmonized Tariff Schedule codes (for imports);
 - h. North American Free Trade Agreement Certificate of Origin (in accordance with clause C2608C, section 2) for the U.S. and Mexico only;
 - i. full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, or International Air Transport Association regulations or the applicable Canadian [Dangerous Goods Shipping Regulations](#) and a copy of the safety data sheet.
4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, the marking of each piece with a Transportation Control Number and customs documentation.
 5. The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.
 6. If the Contractor delivers the goods at a place and time that are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.
 7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either 30 days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or 30 days following the delivery date specified in the Contract, whichever is later.

7.21 Drawings, Reports, Data

All drawings, reports, data, documents, or material produced by the Contractor in providing the specified services will become the Property of Canada and will be delivered to the Technical Authority (TA) and will not be released to any person or agency without express permission of the TA.

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ANNEX "A"

STATEMENT OF WORK

The Statement of Work attached to this document should be inserted here and forms an integral part of this document.

There are two documents which comprise the Statement of Work:

1. Annex A – Statement of Work
2. Appendix 1 to Annex A – Statement of Work for Chemical Agent Resistant Coating (CARC) System

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ANNEX "B"

LOGISTICS STATEMENT OF WORK

The Logistics Statement of Work attached to this document should be inserted here and forms an integral part of this document.

ANNEX "C"

BASIS OF PAYMENT

For the satisfactory performance of the Work / Tasks, the Contractor will be paid as follows:

1.1 In-Plant Repair:

For all authorized repairs performed in-plant (in-house), the Contractor will be paid for the actual hours incurred times the applicable firm hourly rates specified in the Contract. These rates include the time spent inspecting, evaluating and estimating the cost of repairs as well as management, logistics, administrative activities. The firm hourly rates are subject to the "Not to Exceed" amount specified as the Maximum Repair Cost (MRC) for the item as detailed in the SOW.

1.2 Repairs Beyond Economical Repair (BER)

For authorized evaluation or reduction to spares of BER items at the Contractor's plant or subcontractor's plant, the Contractor will be paid for the actual hours incurred, times the applicable firm hourly rates as specified in the Contract.

1.3 Technical Investigation and Engineering Support (TIES), Special Investigations and Technical Studies (SITS), Field Service Representative (FSR), and Mobile Repair Party (MRP)

For authorized TIES, SITS, FSR, and MRP's when tasked to do so by a duly signed and completed DND 626 Task Authorization form, the Contractor will be paid for the actual hours incurred times the applicable firm in-plant hourly rates as specified in the Contract.

1.4 Storage as and when required

For Storage, as and when required, the rate is to be negotiated with the Contracting Authority on a case by case basis. The Contractor must supply a detailed estimate.

1.5 Contractor Supplied Spares (CSS) and Material

For authorized direct materials embodied in-plant, Contractor Supplied Spares (CSS) and material, the Contractor will be paid the actual Laid Down Cost of the embodied material plus a firm mark-up as specified in the Contract.

1.6 Contractor Furnished Spares

For authorized requests to provide spares for emergency/operational requirements, when tasked to do so by a duly signed and completed DND 626 Task Authorization form, the Contractor will be paid the actual Laid Down Cost of the material plus a firm mark-up as specified in the Contract.

1.7 Subcontracting

In the event any work is subcontracted, the Contractor will charge Canada actual Laid Down Cost of the subcontractor plus the applicable mark-up as specified in the contract. Invoices must clearly show the labour rate being charged by the subcontractor. However, at no time will the Contractor charge rates for subcontracting which are in excess of the rate showing under the Contract's Basis of Payment.

1.8 Overtime Work Authorization

Emergency repairs/work which is specifically requested to be performed outside regular business working hours will be charged at the rate of 1.5 times normal time for overtime on normal days and weekends. Emergency repairs required on statutory holidays will be charged a two times the normal rate.

HOURLY RATES AND MARK-UP

The hourly rates are firm, all-inclusive of direct & indirect costs, overhead rates, General and Administrative rates, and profit, but excludes Applicable Taxes. The hourly rates also include costs for any additional types of services required (e.g. environmental costs).

(To be completed upon Contract award)

	YEAR 1	YEAR 2	OPTION YEAR 1	OPTION YEAR 2	OPTION YEAR 3
1. Firm all-inclusive hourly rates for in-plant Repair and Overhaul (R&O): The Contractor will be paid a firm all-inclusive hourly rate indicated. This blended R&O rate must include all rates to complete the R&O tasks including management (e.g. project management, quality assurance, logistics, obsolescence management, administrative & workshop supervisor).	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
2. Firm all-inclusive hourly rates for Special Investigation and Technical Studies: The Contractor will be paid a firm all-inclusive hourly rate indicated by position.					
Project Manager	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Senior Engineer	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Junior Engineer	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Electrician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Senior Technician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Junior Technician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Quality Assurance	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Draftsman	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Other	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr

	YEAR 1	YEAR 2	OPTION YEAR 1	OPTION YEAR 2	OPTION YEAR 3
3. Firm all-inclusive hourly rates for Technical Investigation and Engineering Support: The Contractor will be paid a firm all-inclusive hourly rate indicated.					
Project Manager	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Senior Engineer	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Junior Engineer	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Electrician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Senior Technician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Junior Technician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Quality Assurance	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Draftsman	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Other	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
4. Firm all-inclusive hourly rates for Field Service Representative (FSR)/Mobile Repair Party (MRP): The Contractor will be paid a firm all-inclusive hourly rate indicated.	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
SUB-CONTRACTING	MARK-UP	MARK-UP	MARK-UP	MARK-UP	MARK-UP
5. Mark-up for Sub-Contractor (not to exceed 50% of Maximum Repair Cost): The Contractor will be paid the actual Laid Down Cost plus the firm mark-up indicated.	_____ %	_____ %	_____ %	_____ %	_____ %

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PARTS AND MATERIAL	MARK-UP	MARK-UP	MARK-UP	MARK-UP	MARK-UP
6. For Contractor Supplied/Furnished Parts and Material: The Contractor will be paid the actual Laid Down Cost plus the firm mark-up indicated.	_____ %	_____ %	_____ %	_____ %	_____ %

Notes:

1. Sub-contracting must not exceed 50% of any Maximum Repair Cost identified in the Statement of Work, Annex A. All labour rates identified above include work being done by Sub-contractor(s). Sub-contractors rates will not be charged higher than identified above. No "firm fixed" charges allowed for sub-contracting in any of the categories (i.e. In-plant R&O, SITS, TIES, FSR/MRP).
2. Laid Down Cost is defined as the cost incurred by the Contractor to acquire the parts for resale to Canada or for sub-contractor work. This includes the suppliers invoice price (less trade discounts) plus any applicable charges for transportation, foreign exchange, custom duties and brokerage charges, but excludes Applicable Taxes.
3. Mark up includes the applicable purchasing expense, internal handling and general and administrative overhead expenses plus profit excluding Applicable Taxes. Costs are to be all inclusive, e.g. environmental costs, but shown as separate items on invoices.

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ANNEX "D"

DND626 – TASK AUTHORIZATION FORM

The DND 626 – Task Authorization Form attached to this document should be inserted here and forms an integral part of this document.

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ANNEX "E"

INTEGRITY PROVISIONS – ASSOCIATED INFORMATION FORM

TO BE COMPLETED BY THE BIDDER:

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:

(add lines as required)

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

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

(add lines as required)

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

ANNEX "F"

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

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

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

Bidder to complete:

Date: _____ (YYYY/MM/DD)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

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

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

OR

- ☐ A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity \(LAB1168\)](#) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

OR

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

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ANNEX “G”

TECHNICAL EVALUATION CRITERIA

The Technical Evaluation Criteria attached to this document should be inserted here and forms an integral part of this document.

ANNEX "H"

FINANCIAL PROPOSAL

Bidder's Instructions:

The Bidder must provide costs based on hourly labour rates, mark-ups, etc. to meet the scope of the Repair and Overhaul Contract. The hourly rates must be firm, all-inclusive of direct & indirect costs, overhead rates, General and Administrative rates and profit, but excludes Applicable Taxes. The Bidder must include costs for any additional types of services required (e.g. environmental costs).

The Bidder must provide complete pricing for the entire table for all years including options years.

HOURLY RATES AND MARK-UP

PART A	YEAR 1	YEAR 2	OPTION	OPTION	OPTION
			YEAR 1	YEAR 2	YEAR 3
1. Firm all-inclusive hourly rates for in-plant Repair and Overhaul (R&O): The Contractor will be paid a firm all-inclusive hourly rate indicated. This blended R&O rate must include all rates to complete the R&O tasks including management (e.g. project management, quality assurance, logistics, obsolescence management, administrative & workshop supervisor).	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
2. Firm all-inclusive hourly rates for Special Investigation and Technical Studies (SITS): The Contractor will be paid a firm all-inclusive hourly rate indicated by position.					
Project Manager	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Senior Engineer	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Junior Engineer	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Electrician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr

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

	YEAR 1	YEAR 2	OPTION	OPTION	OPTION
			YEAR 1	YEAR 2	YEAR 3
Senior Technician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Junior Technician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Quality Assurance	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Draftsman	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Other	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
3. Firm all-inclusive hourly rates for Technical Investigation and Engineering Support (TIES): The Contractor will be paid a firm all-inclusive hourly rate indicated.					
Project Manager	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Senior Engineer	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Junior Engineer	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Electrician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Senior Technician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Junior Technician	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Quality Assurance	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Draftsman	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
Other	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr
4. Firm all-inclusive hourly rates for Field Service Representative (FSR) / Mobile Repair Party (MRP): The Contractor will be paid a firm all-inclusive hourly rate indicated.	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr	\$_____ / hr

PART B					
SUB-CONTRACTING	MARK-UP	MARK-UP	MARK-UP	MARK-UP	MARK-UP
5. Mark-up for Sub-Contractor (not to exceed 50% of Maximum Repair Cost): The Contractor will be paid the actual Laid Down Cost plus the firm mark-up indicated.	_____ %	_____ %	_____ %	_____ %	_____ %
PARTS AND MATERIAL	MARK-UP	MARK-UP	MARK-UP	MARK-UP	MARK-UP
6. For Contractor Supplied/Furnished Parts and Material: The Contractor will be paid the actual Laid Down Cost plus the firm mark-up indicated.	_____ %	_____ %	_____ %	_____ %	_____ %

Notes:

1. Sub-contracting must not exceed 50% of any Maximum Repair Cost identified in the Statement of Work, Annex A. All labour rates identified above include work being done by Sub-contractor(s). Sub-contractors rates will not be charged higher than identified above. No "firm fixed" charges allowed for sub-contracting in any of the categories (i.e. In-plant R&O, SITS, TIES, FSR/MRP).
2. Laid Down Cost is defined as the cost incurred by the Contractor to acquire the parts for resale to Canada or for sub-contractor work. This includes the suppliers invoice price (less trade discounts) plus any applicable charges for transportation, foreign exchange, custom duties and brokerage charges, but excludes Applicable Taxes.
3. Mark up includes the applicable purchasing expense, internal handling and general and administrative overhead expenses plus profit excluding Applicable Taxes. Costs are to be all inclusive, e.g. environmental costs, but shown as separate items on invoices.

Evaluation of Financial Proposal

The evaluated price of the financial proposal will be determined as follows:

Part A – Labour Cost

1. Determine the Average All-Inclusive Hourly Rate from the Firm All-Inclusive Hourly Rates over the five (5) year period for each of the following categories and for each position:

- a. In-plant Repair and Overhaul (R&O);
 - b. Special Investigation and Technical Studies (SITS)
 - i. Project Manager;
 - ii. Senior Engineer;
 - iii. Junior Engineer;
 - iv. Electrician;
 - v. Senior Technician;
 - vi. Junior Technician;
 - vii. Quality Assurance;
 - viii. Draftsman; and
 - ix. Other
 - c. Technical Investigation and Engineering Support (TIES);
 - i. Project Manager;
 - ii. Senior Engineer;
 - iii. Junior Engineer;
 - iv. Electrician;
 - v. Senior Technician;
 - vi. Junior Technician;
 - vii. Quality Assurance;
 - viii. Draftsman; and
 - ix. Other
 - d. Field Service Representative (FSR) / Mobile Repair Party (MRP).
2. Determine the weighted cost per category and position: (Average All-Inclusive Hourly Rate) x (weight). The weights are provided in the Financial Bid Evaluation sheet below.
 3. The sum of all weighed cost per category will determine the Total Cost of Part A.

Part B – Sub-Contracting, Parts & Material Cost

For evaluation purposes:

- The Sub-contracting estimated amount equals 50% of the Total Cost of Part A (In-plant R&O, SITS, TIES and FSR/MRP) determined in the above, Part A. The Sub-contracting estimated amount will be equal to (Total Cost of Part A x 50 percent); and
 - The Parts and Material estimated amount equals 30% of the Total Cost of Part A (In-plant R&O, SITS, TIES and FSR/MRP) determined in the above, Part A. The Parts and Material estimated amount will be equal to (Total Cost of Part A x 30 percent).
1. The total cost of sub-contracting is determined as follows:
(Average mark-up rate over the 5-year period) x (Sub-contracting estimated amount)
 2. The total cost of parts and material:
(Average mark-up rate over the 5-year period) x (Parts and material estimated amount)
 3. The sum of the total cost of sub-contracting and total cost of parts and material will determine the cost of Part B.

The sum of Part A and Part B will determine the final evaluated price of the bid.

Financial Bid Evaluation Sheet (to be completed at Bid Evaluation stage)

PART A								
	Firm All-Inclusive Hourly Rate					Average (f) = (a + b + c + d + e / 5)	Weight in points (g)	Weighted Cost (f x g)
	Year 1 (a)	Year 2 (b)	Option Year 1 (c)	Option Year 2 (d)	Option Year 3 (e)			
In-Plant R&O	\$	\$	\$	\$	\$	\$	700	\$
SITS								
Project Manager	\$	\$	\$	\$	\$	\$	50	\$
Senior Engineer	\$	\$	\$	\$	\$	\$	50	\$
Junior Engineer	\$	\$	\$	\$	\$	\$	20	\$
Electrician	\$	\$	\$	\$	\$	\$	50	\$
Senior Technician	\$	\$	\$	\$	\$	\$	50	\$
Junior Technician	\$	\$	\$	\$	\$	\$	20	\$
Quality Assurance	\$	\$	\$	\$	\$	\$	50	\$
Draftsman	\$	\$	\$	\$	\$	\$	50	\$
Other	\$	\$	\$	\$	\$	\$	10	\$
TIES								
Project Manager	\$	\$	\$	\$	\$	\$	50	\$
Senior Engineer	\$	\$	\$	\$	\$	\$	50	\$
Junior Engineer	\$	\$	\$	\$	\$	\$	20	\$
Electrician	\$	\$	\$	\$	\$	\$	50	\$
Senior Technician	\$	\$	\$	\$	\$	\$	50	\$
Junior Technician	\$	\$	\$	\$	\$	\$	20	\$
Quality Assurance	\$	\$	\$	\$	\$	\$	50	\$
Draftsman	\$	\$	\$	\$	\$	\$	50	\$
Other	\$	\$	\$	\$	\$	\$	10	\$
FSR/MRP	\$	\$	\$	\$	\$	\$	100	\$
Total Cost for Part A:								\$

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PART B							
Sub-Contracting							
Total Cost of Part A x 50% (h)	Firm Mark-Up					Average (n) = (i + j + k + l + m / 5)	Total Cost of Sub-Contracting (h x n)
	Year 1 (i)	Year 2 (j)	OP Yr 1 (k)	OP Yr 2 (l)	OP Yr 3 (m)		
\$	%	%	%	%	%	%	\$
Parts and Material							
Total Cost of Part A x 30% (o)	Firm Mark-Up					Average (u) = (p + q + r + s + t / 5)	Total Cost of Sub-Contracting (o x u)
	Year 1 (p)	Year 2 (q)	OP Yr 1 (r)	OP Yr 2 (s)	OP Yr 3 (t)		
\$	%	%	%	%	%	%	\$
Total Cost for Part B:							\$
TOTAL EVALUATION PRICE (excluding applicable taxes) (A + B):							\$

ANNEX A

STATEMENT OF WORK

**2.0-60 KW GENERATORS, DISTRIBUTION BOXES AND LOAD BANKS REPAIR
AND OVERHAUL**

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Appendix 1 SOW for CARC System

1 SCOPE

1.1 Purpose

1.1.1 The Department of National Defence (DND) has a requirement for Repair and Overhaul (R&O) services to be performed on 2.0 to 60 KW generators, Power Distribution Systems, distribution boxes and load banks. This equipment is positioned throughout Canada and at operational sites. This Statement of Work (SOW) defines the work effort required to perform R&O functions. The R&O functions include, but are not limited to handling, repairing, overhauling, modifications, upgrades, equipment configuration management, technical data management, integrated logistics support and maintenance support. The equipment included in this SOW is listed in TABLE 1:

Table 1: Equipment

ITEM	NSN	EQUIPMENT DESCRIPTION
1	2320-20-000-1529	Central Power Distribution System – MLVW
2	2330-20-000-1508	Central Power Distribution System – M104 with PMU-200
3	2330-20-000-1510	Central Power Distribution System – M104 without PMU-200
4	2330-20-000-1523	Central Power Distribution System – M104 with security screen
5	2330-20-000-1535	Central Power Distribution System – 850 kg
6	2815-01-350-2205	Engine Diesel 2 Cylinder, 0.9 Litre, DN2M-1
7	2815-01-350-2206	Engine Diesel 4 Cylinder, 1.2 Litre, DN4M
8	2815-01-419-8704	Engine, Generator 2 kW
9	2815-01-462-2289	Engine, Diesel, Model 4045TF151, 4 Cylinder, 4.5 Liter used with 30 kW Generator Set, MEP-805B
10	2815-01-462-3596	Engine, Diesel, Model 6068TF151, 6 Cylinder 6.8 Liter, Used With 60 kW Generator Set, MEP-806B
11	2815-21-913-0965	Engine, Generator Set 5kW Diesel Engine Skid Mounted Model GST5KO
12	6110-20-001-8463	Distribution Box PMUmu-200A-ATS Box 1
13	6110-20-001-8464	Distribution Box, PMU-200A-ATS Box 2
14	6110-20-001-8465	Distribution Box, PMU-200A-ATS Box 3
15	6110-20-001-8466	Distribution Box, CPDS UDB-60A-SP ATS
16	6110-21-911-4722	Power Distribution System Power Dist Box, 30 kW 100 Amp 120/208 VAC
17	6110-21-911-4723	Power Distribution System Power Dist Box, 30 kW 100 Amp 120/208 VAC
18	6110-21-921-5059	Distribution Box, Secondary Distribution Box (SDB-100), 120/208 VAC 3 Phase, 100 Amps, 60 Hz, Model Number J-5321/PSQ Manufactured By Oerlikon Contraves
19	6110-21-921-5061	Distribution Box, User Distribution Box (UDB-60), 120/208 VAC 3 Phase, 60 Amps, 60 Hz, Model Number J-5322/PSQ Manufactured By Oerlikon Contraves
20	6110-21-921-5063	Central Power Distribution System, Power Dist Box (TDB) 15 Amp 120/208 VAC
21	6110-21-921-6978	Distribution Box, Power Management Unit, Supply Voltage 120/208 VAC, 3 Phase, 60 Hz, 200 Amps, Part Number PMU-200PP/PSQ
22	6115-01-275-5061	10 kW AC TQG, US Version

23	6115-01-392-0296	Trailer, Generator, P/O Power Units,
24	6115-01-435-8464	Generator Set, Diesel, 30 kW, 120/208 VAC 60 Hz, Model 30ROZJ and 30REOSJB (Kohler)
25	6115-01-435-8465	Generator Set , Diesel Engine, Skid mounted 60REOZJB
26	6115-01-445-7976	Yanmar Diesel Generator (YDG)
27	6115-01-459-2195	5 kW DC APU (For M577)
28	6115-20-000-8849	Generator Set, Diesel, 60 kW, 120/208 VAC 60 Hz
29	6115-20-000-8850	Generator Set (Power Unit), Diesel Engine NSN: 6115-20-001-1407, Trailer Mounted, Model PU-803B/G, 30 kW, 50/60 Hz,
30	6115-20-001-4858	Generator Set, Diesel Engine Driven, 2 KW, 240 VAC, 60 HZ
31	6115-20-002-3680	Generator Set, Diesel Engine Driven, 2 KW, 28 VDC
32	6115-20-002-3682	Generator Set, Diesel Engine Driven, 2 KW, 120 VAC, 60 HZ
33	6115-21-892-9888	Generator Set, Diesel Engine, 30kW With S/W939J24 Coolant Heater
34	6115-21-902-6373	Generator Set Diesel 20 kW Model D20-D/S3 120/240 V, 1 Phase, 60 Hz
35	6115-21-902-6374	Generator Set Diesel 20 kW Model D20-D/S4 120/208 V, 3 Phase And 120/240 V 1 Phase, 60 Hz, And 50 Hz 230/400 V
36	6115-21-902-6403	Generator Set Diesel 30 kW Model D30-D/S3 120/240 V, 1 Phase, 60 Hz
37	6115-21-903-5914	Generator Set Diesel 30 kW Model D30-D/S4 120/208 V, 3 Phase And 120/240 V 1 Phase, 60 Hz, And 50 Hz 230/400 V
38	6115-21-903-5930	Generator Set Diesel 30 kW Model B224BF4L912A, Sansom Equipment, 120/208 VAC, 60 Hz
39	6115-21-906-7901	Generator Set, Diesel, 3 kW, 120/240 VAC 60 Hz, 1 Phase, Yanmar Model Number YDG3000E-L
40	6115-21-911-4813	Generator Set, Diesel Engine; Trailer Mounted; Kohler Model 30ROZJ; Output: 30kW (120/208 VAC, 3 Phase, 60Hz; Sound Attenuated Enclosure; Mounted On Trailer Cargo 1 1/2 Ton) .
41	6115-21-911-4814	Generator Set, Diesel, 60 kW, 120/208 VAC 60 Hz, Model 60ROZJ (Kohler)
42	6115-21-912-0392	Generator Set, Diesel Engine Driven, 2 KW, 28 VDC
43	6115-21-912-0393	Generator Set, Diesel Engine Driven, 2 KW, 120 VAC, 60 HZ
44	6115-21-912-0410	5 KW AC Dieselized Generator (Upgraded From Gas)
45	6115-21-912-9965	10 KW AC Tactical Quiet Generator (TQG), Canadian Version
46	6115-21-912-9966	5 KW AC Tactical Quiet Generator (TQG), Canadian Version
47	6115-21-914-1243	5 KwWAC Dieselized Quiet RRV Generator (Upgraded From Gas)
48	6150-20-005-1565	Load Bank, Electrical, 10 kW 120/240 V and 120/208 V, 1 and 3 Phase, 60 Hz, Model Number SM-10B4, From JP POWER TECHNOLOGY INC
49	6115-01-274-7387	5 Kw AC TQG, US Version
50	6150-21-907-4403	Load Bank, Electrical, 50 kW, 120/240 VAC or 120/208 VAC, Model Number TLB-HSQ-IS-Z8640 From Thompson Technology Inc
51	6115-01-548-2130	2.4 KW AC/DC Diesel Generator

52	6115-01-561-4367	5.5 KW AC Dieselized Generator
53	6115-01-416-6295	5 KW Diesel Generator set
54	6115-21-892-9888	30 KW Diesel Generator
55	6115-01-274-7389	30 KW Diesel Generator
56	6115-20-001-1407	30 KW skid mounted Diesel Generator
57	6115-20-001-1409	60 KW skid mounted Diesel Generator

Note to Table 1: Canadian Forces (CF) data descriptions of this equipment and graphic representations are included in Attachment A2 Technical Publications.

1.2 Background

1.2.1 The CAF has in-service approximately 3,100 generator of various sizes from 2.0-60KW and associated equipment that periodically requires R&O services in an expeditious manner to improve serviceability, reliability, safety and functionality.

2 APPLICABLE DOCUMENTS

2.1 Applicability

2.1.1 Order of Precedence - The following documents form part of this SOW to the extent specified herein. In the event of a conflict between the text of this SOW, Annex B – Logistics SOW, and the references stated herein, this SOW must take precedence.

2.1.2 Discrepancies - The Contractor must notify the Technical Authority (TA) of any discrepancies discovered between the referenced documents, this SOW, and the equipment undergoing repair and overhaul. If the discrepancies jeopardize the completion of the R&O work, they must be dealt with on a priority basis. The documents referenced in Table 2 may be provided to the Contractor and may be used in their entirety for equipment familiarization information. Repair part numbers contained in the documents may not be current, and it is the Contractor's responsibility to verify all parts information.

2.1.2.1 The documents referenced in para. 2.2 may be provided to the Contractor and may be used in their entirety for equipment familiarization information. Repair part numbers contained in the documents may not be current and it is the Contractor's responsibility to verify all part information, and notify the TA of any discrepancies.

2.2 Publications

2.2.1 Government Furnished Publications

Table 2: Applicable Reference Documents

DOCUMENT NUMBER	TITLE
A-LM-184-001/JS-001	Special Instructions for Repair and Overhaul Contractors
C-36-481-000/MY-000	Parts Identification List Diesel Engine KHD Model F2L912D U/O 10 kW Generator Set
C-93-403-000/MS-001	GENERATOR SET, SKID MOUNTED TACTICAL QUIET, 5KW MEP-802A (60 HZ) AND MEP-812A (400 HZ)
C-93-403-000/MX-000	GENERATOR SET TACTICAL QUIET DIESEL ENGINE 5KW, C/W COOLANT HEATER KIT NSN 6115-21-912-9966
C-93-404-000/MS-001	COMPREHENSIVE MAINTENANCE MANUAL, GENERATOR SET, SKID MOUNTED, TACTICAL QUIET, 10 KW MEP-803A (60 HZ) AND MEP-813A (400 KZ)

C-93-404-000/MX-000	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE GENERATOR SET, TACTICAL QUIET DIESEL ENGINE 10KW, C/W COOLANT HEATER KIT NSN 6115-21-912-9965
C-93-410-000/MS-001	COMPREHENSIVE MAINTENANCE MANUAL WITH ILLUSTRATED PARTS LIST - GENERATOR SET, DIESEL ENGINE DRIVEN 2 KW, 28 VDC - PART NO. ASB2D/DND6 - NSN 6115-21-912-0392
C-93-410-000/MX-000	2KW GENERATOR AC 6115-21-912-0392
C-36-A13-000/MS-001	TECHNICAL MANUAL - UNIT, DIRECT SUPPORT AND GENERAL SUPPORT MAINTENANCE MANUAL - DIESEL ENGINE, MODEL 4045TF151, 4 CYLINDER, 4.5 LITER (NSN 2815-01-462-2289) (EIC: N/A)
C-36-A13-000/MX-001	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE FOR ENGINE, DIESEL, . END ITEM IDENTIFICATION 30 KW GENERATOR NSN 2815-01-462-2289
C-36-A14-000/MS-001	TECHNICAL MANUAL - UNIT, DIRECT SUPPORT AND GENERAL SUPPORT MAINTENANCE MANUAL - DIESEL ENGINE, MODEL 6068TF151, 6 CYLINDER, 6.8 LITER. USED WITH 60 KW GENERATOR SET, MEP-806B. NSN 2815-01-462-3596.
C-36-A14-000/MX-001	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE FOR ENGINE, DIESEL. END ITEM IDENTIFICATION 60 KW GENERATOR NSN 2815-01462-3596
C-93-416-000/MS-001	COMPREHENSIVE MAINTENANCE AND PARTS LIST - GENERATOR SET, SKID MOUNTED, 5KW , DIESEL ENGINE DRIVEN (DED) 60HZ MODEL GSD 5K0 NSN 6115-210410 36528 PART NO. 11807
C-93-491-000/MS-001	COMPREHENSIVE MAINTENANCE MANUAL - CENTRAL POWER DISTRIBUTION SYSTEM (CPDS) WITH AUTOMATIC TRANSFER SWITCH (ATS) - NSN 6150-20-001-9085
C-93-491-000/MX-001	CENTRAL POWER DISTRIBUTION SYSTEM (CPDS) WITH AUTOMATIC TRANSFER SWITCH (ATS)
C-93-449-000/MS-001	COMPREHENSIVE MAINTENANCE MANUAL -CENTRAL POWER DISTRIBUTION SYSTEM (CPDS) - NSN: 6150-20-000-3825
C-93-449-000/MX-001	CENTRAL POWER DISTRIBUTION SYSTEM (CPDS)
C-93-471-000/MS-001	TECHNICAL MANUAL - OPERATOR, UNIT, AND DIRECT SUPPORT MAINTENANCE MANUAL (INCLUDING REPAIR PARTS AND SPECIAL TOOLS LIST) POWER UNIT, DIESEL ENGINE DRIVEN, 2 1/2 TON TRAILER MOUNTED, 30 KW, 50/60 HZ, PU-803 (NSN 6115-01-317-2136) - 400 HZ, PU-804 (NSN 6115-01-317-2135) - POWER PLATN, DIESEL ENGINE DRIVEN, 2 1/2 TON TRAILER MOUNTED, 30 KW, 50/60 HZ, AN/MJQ-40 (NSN 6115-01-299-6033)
C-93-473-000/MS-001	TECHNICAL MANUAL - OPERATOR, UNIT, AND DIRECT SUPPORT MAINTENANCE MANUAL (INCLUDES REPAIR PARTS AND SPECIAL TOOLS LIST), POWER UNIT, DIESEL ENGINE DRIVEN, 2 1/2 TON TRAILER MOUNTED, 60 KW, 50/60 HZ, PU-805B/G. CONTAINS BOTH OPERATOR AND MAINTENANCE INSTRUCTIONS. NSN 6115-01-392-0296.
C-93-474-000/MS-001	TECHNICAL MANUAL - OPERATOR'S ORGANIZATIONAL DIRECT5 SUPPORT, AND GENERAL SUPPORT MAINTENANCE (INCLUDING REPAIR PARTS AND SPECIAL TOOLS LIST), CHASSIS, TRAILER, GENERATOR, 2 1/2-TON, 2-WHELL, M200A1 (NSN 2330-00-331-2307)
C-93-474-000/MX-001	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE CHASSIS, TRAILER. L CAPACITY RATING 2.5 TONS; WHEEL ARRANGEMENT STYLE 1 MIDDLE, SINGLE; BODY PLATFORM TYPE FOR WHICH DESIGNED RUNWAY; SPECIAL FEATURES SPECIFICALLY DESIGNED TO TRANSPORT GENERATOR SET NSN 2330-20-001-0660

C-93-431-001/MS-001	COMPREHENSIVE MAINTENANCE MANUAL - DIESEL-GENERATOR SET/AUXILIARY POWER UNIT 5 KW, 28 VDC, FOR CARRIER COMMAND POST LIGHT-TRACKED VEHICLE M577A2 & A3/EFT/CDN, NSN 6115-01-459-2195, MODEL MEP-952 PART NO. 28000CSA
C-93-431-001/MX-001	REPAIR PARTS LIST AND SCALING FOR 5 KW 28 VDC GENERATOR
C-93-472-000/MS-001	TECHNICAL MANUAL - OPERATOR, UNIT, DIRECT SUPPORT AND GENERAL SUPPORT MAINTENANCE MANUAL - GENERATOR SET, SKID MOUNTED, TACTICAL QUIET, 60KW, 50/60 HZ, MEP-806B. CONTAINS BOTH OPERATOR AND MAINTENANCE INSTRUCTIONS. NSN 6115-01-462-0291.
C-93-450-000/MS-001	TECHNICAL MANUAL - OPERATOR, UNIT, DIRECT SUPPORT AND GENERAL SUPPORT MAINTENANCE MANUAL, - GENERATOR SET, SKID MOUNTED, TACTICAL QUIET, 30 KW, 50/60 AND 400 HZ, MEP-805B (50/60 HZ). CONTAINS BOTH OPERATOR AND MAINTENANCE INSTRUCTIONS. NSN 6115-01-461-9335
C-93-450-000/MX-001	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE - GENERATOR SET, DIESEL ENGINE, SPECIAL FEATURES 30KW; END ITEM IDENTIFICATION GENERATOR SET, TRAILER MOUNTED, NSN 6115-20-000-8850, 6115-20-001-1407
C-93-409-000/MS-001	COMPREHENSIVE MAINTENANCE MANUAL WITH ILLUSTRATED PARTS LIST - GENERATOR SET, DIESEL ENGINE DRIVEN 2 KW, 120 VAG, 60 HZ - PART NO. ASB2D/DND7 - NSN 6115-21-912-0393
C-93-409-000/MX-000	2KW GENERATOR DC
C-93-281-000/MS-001	PERKINS WORKSHOP MANUAL FOR 4.236 SERIES DIESEL ENGINES - "C"RANGE BRUSHLESS A.C. GENERATORS C/W DRAWINGS
C-93-356-002/MX-001	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE - 20 KW GENERATOR (DEUTZ ENGINE), 1 PHASE, 6115-21-902-6373
C-93-356-001/MX-001	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE - 20 KW GENERATOR (DEUTZ ENGINE), 3 PHASE, 6115-21-902-6374
C-93-361-000/MX-001	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE - 30 KW GENERATOR, 1 PHASE - 6115-21-902-6403 / 3 PHASE - 6115-21-903-5914
C-93-429-000/MS-001	COMPREHENSIVE MAINTENANCE MANUAL
C-93-429-000/MX-001	REPAIR PARTS SCALING - GENERATOR SET DIESEL 5 KW QUIET
C-67-BP5-000/MS-001	LOAD BANK OPERATION MOD TLBH50-IS-Z
C-93-497-000/MS-001	COMPREHENSIVE OPERATION AND MAINTENANCE MANUAL-GENERATOR SET, DIESEL ENGINE, 2.4 KW, 28 VDC - NSN 6115-01-548-2130
C-93-419-000/MS-001	GENERATOR SET 30 KW, SKID MOUNTED, TACTICAL QUIET TECHNICAL MANUAL, UNIT, DIRECT AND GENERAL SUPPORT MAINTENANCE MANUAL
C-93-419-000/MS-002	DIESEL ENGINE, MODEL 4039T, 4 CYLINDER, 3.9 L UNIT, DIRECT AND GENERAL SUPPORT MAINTENANCE MANUAL
C-93-419-000/MX-001	GENERATOR SET, 30 KW, SKID MOUNTED, TACTICAL QUIET REPAIR PARTS AND SPECIAL TOOLS LIST
C-93-419-000/MX-002	DIESEL ENGINE, MODEL 4039T, 4 CYLINDER, 3.9 L REPAIR PARTS AND SPECIAL TOOLS LIST
C-93-472-000/MX-001	ILLUSTRATED REPAIR PARTS MANUAL AND SCALE - GENERATOR SET, DIESEL ENGINE, SPECIAL FEATURES 60 KW; END ITEM IDENTIFICATION GENERATOR SET, TRAILER MOUNTED, NSN 6115-20-000-8849, 6115-20-001-1409
C-04-010-022/VP001	MAINTENANCE PROCEDURE - PRESERVATION FOR STORAGE AND SHIPMENT OF VEHICLES AND VEHICULAR COMPONENTS

C-19-010-002/VP001	PRESERVATION, STORAGE AND REACTIVATION INSTRUCTIONS PREPARATION AND PRESERVATION OF AIRCRAFT MAINTENANCE SUPPORT EQUIPMENT PRIOR TO SHIPMENT TO CFSDs AND/OR R&O CONTRACTORS
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2.2.2 Other Publications include: ISO 14001 Environmental Management Systems and OHSMS 18001 Occupational Health and Safety Management System

2.3 REPAIR AND OVERHAUL DEFINITIONS

2.3.1 The term “repair” is defined as: corrective maintenance activity which restores an item to serviceable condition by identifying, correcting faults or replacing pieces of the item with new, reconditioned, overhauled or rebuilt components. Repair Work will be initiated by the unit/end user.

2.3.2 The term “Third Level Repair” is define as: any associated first and/or second level repairs, adjustment or part replacement and any procedures needed to make the item serviceable.

2.3.3 The term ‘overhaul’ is defined as: the restoration of an item to its original condition and life expectancy. It includes the replacement of worn, damaged or life expired parts; the incorporation of approve modifications; and refurbishment as necessary.

2.4 Scope of Overhaul

2.4.1 The scope of overhaul for 2.0 to 60 KW generators, Power Distribution Systems, distribution boxes and load banks is defined at para 3.

3 REQUIRMENTS

3.1 General Requirements

3.1.1 The Contractor must perform R&O only on equipment for which they have authorization to equal or better than original performance parameters. The R&O must be performed in accordance with this SOW, administrative documents, Annex B Logistics SOW, the ALM-184-001/JS-001 R&O Manual, and the Quality Assurance requirements stated herein, such that the CAF must be provided with functional, safe and reliable equipment. Within 30 days after contract award the Contractor must submit Acceptance Test Procedure (ATP) to be approved by the TA. The Contractor must be responsible for obsolescence management of the equipment. All parts and materials must be as per original equipment manufacturer (OEM) design. Rebuilt and/or recondition OEM parts are acceptable but they must be as per OEM standards equipment manufacture. Any changes to the parts, equipment configuration, or design must be approved by the TA, and executed in accordance with the SOW.

3.2 Test Facilities

3.2.1 The Contractor must possess the in-house capability to perform Acceptance Test Procedures in accordance with the applicable engineering orders and Original Equipment Manufacturer test and data sheets. These tests are required for acceptance of 2.0 to 60 KW generators, Power Distribution Systems, distribution boxes and load banks after performing repair and overhaul work.

3.2.2 The Contractor must perform and obtain the applicable certificates for Qualification Test Procedures in accordance with the applicable test procedures specified in CSA – B140 standards. These tests are required to re-qualify the equipment after performing upgrade work.

3.3 Publication Resources

3.3.1 The Contractor must have ability to produce electronic manuals, technical drawings, and other logistics and engineering documentation.

3.4 Performance and Reliability

3.4.1 Equipment repaired or overhauled in accordance with the terms of this contract will be produced to meet the standards of performance and reliability described in applicable engineering orders and test sheets. When such standards are not described or when the standards described are considered by the Contractor to be inadequate, the Contractor will submit the standards of performance and reliability to which they propose to repair or overhaul the equipment through the National Defense Quality Assurance Representative (NDQAR) to the TA for approval.

3.5 Maximum Repair Cost (MRC)

3.5.1 The MRC must not be exceeded without authorization of the Procurement Authority (PA). The anticipated MRC is shown in Table 3.

Table 3: Maximum Repair Cost

Item	Equipment	MRC	Item	Equipment	MRC
1	2320-20-000-1529	\$20,000	30	6115-20-001-4858	\$6,500
2	2330-20-000-1508	\$20,000	31	6115-20-002-3680	\$6,500
3	2330-20-000-1510	\$20,000	32	6115-20-002-3682	\$6,500
4	2330-20-000-1523	\$20,000	33	6115-21-892-9888	\$4,500
5	2330-20-000-1535	\$20,000	34	6115-21-902-6373	\$18,000
6	2815-01-350-2205	\$ 8,000	35	6115-21-902-6374	\$18,000
7	2815-01-350-2206	\$8,000	36	6115-21-902-6403	\$15,000
8	2815-01-419-8704	\$2,000	37	6115-21-903-5914	\$15,000
9	2815-01-462-2289	\$12,500	38	6115-21-903-5930	\$12,000
10	2815-01-462-3596	\$8,500	39	6115-21-906-7901	\$4,500
11	2815-21-913-0965	\$1200	40	6115-21-911-4813	\$20,000
12	6110-20-001-8463	\$4,000	41	6115-21-911-4814	\$20,000
13	6110-20-001-8464	\$4,000	42	6115-21-912-0392	\$3,500
14	6110-20-001-8465	\$4,000	43	6115-21-912-0393	\$3,500
15	6110-20-001-8466	\$4,000	44	6115-21-912-0410	\$12,000
16	6110-21-911-4722	\$1,500	45	6115-21-912-9965	\$18,000
17	6110-21-911-4723	\$1, 000	46	6115-21-912-9966	\$18,000
18	6110-21-921-5059	\$4,000	47	6115-21-914-1243	\$12,000
19	6110-21-921-5061	\$4,000	48	6150-20-005-1565	\$2,500
20	6110-21-921-5063	\$1,000	49	6150-01-274-7387	\$17,000
21	6110-21-921-6978	\$7,500	50	6150-21-907-4403	\$9,000
22	6115-01-275-5061	\$17,500	51	6115-01-548-2130	\$5,000

23	6115-01-392-0296	\$8,500	52	6115-01-561-4367	\$3,000
24	6115-01-435-8464	\$15,000	53	6115-01-416-6295	\$2,500
25	6115-01-435-8465	\$15,000	54	6115-21-892-9888	\$20,000
26	6115-01-445-7976	\$2,000	55	6115-01-274-7389	\$20,000
27	6115-01-459-2195	\$12,000	56	6115-20-001-1407	\$25,000
28	6115-20-000-8849	\$25,000	57	6115-20-001-1409	\$25,000
29	6115-20-000-8850	\$25,000			

3.6 Minimum and Maximum Repair Units

3.6.1 The minimum number of equipment listed in TABLE 1 which may be processed through the R&O facility may be zero. The forecast quantity is dependent upon equipment type and the quantity in service. Table 4 defines current forecasts and will be updated annually.

Table 4: Yearly Forecasted Repair Quantity

ITEM	EQUIPMENT	FORECAST		ITEM	EQUIPMENT	FORECAST	
		YR 2020	YR 2021			YR 2020	YR 2021
1	2320-20-000-1529	1	0	30	6115-20-001-4858	3	2
2	2330-20-000-1508	0	1	31	6115-20-002-3680	25	35
3	2330-20-000-1510	1	1	32	6115-20-002-3682	25	35
4	2330-20-000-1523	1	1	33	6115-21-892-9888	0	1
5	2330-20-000-1535	0	1	34	6115-21-902-6373	0	1
6	2815-01-350-2205	3	5	35	6115-21-902-6374	1	2
7	2815-01-350-2206	3	5	36	6115-21-902-6403	1	1
8	2815-01-419-8704	1	3	37	6115-21-903-5914	0	1
9	2815-01-462-2289	2	2	38	6115-21-903-5930	1	0
10	2815-01-462-3596	1	0	39	6115-21-906-7901	0	1
11	2815-21-913-0965	2	1	40	6115-21-911-4813	1	0
12	6110-20-001-8463	2	1	41	6115-21-911-4814	1	2
13	6110-20-001-8464	2	1	42	6115-21-912-0392	0	0
14	6110-20-001-8465	2	1	43	6115-21-912-0393	2	2
15	6110-20-001-8466	2	1	44	6115-21-912-0410	4	6
16	6110-21-911-4722	2	1	45	6115-21-912-9965	15	20
17	6110-21-911-4723	2	1	46	6115-21-912-9966	22	32
18	6110-21-921-5059	2	1	47	6115-21-914-1243	5	9
19	6110-21-921-5061	2	1	48	6150-20-005-1565	0	6
20	6110-21-921-5063	2	1	49	6115-01-274-7387	0	0
21	6110-21-921-6978	1	2	50	6150-21-907-4403	0	2
22	6115-01-275-5061	0	0	51	6115-01-548-2130	5	5
23	6115-01-392-0296	0	1	52	6115-01-561-4367	1	1
24	6115-01-435-8464	2	1	53	6115-01-416-6295	1	1
25	6115-01-435-8465	1	1	54	6115-21-892-9888	1	1

26	6115-01-445-7976	1	2	55	6115-01-274-7389	1	1
27	6115-01-459-2195	4	5	56	6115-20-001-1407	1	1
28	6115-20-000-8849	2	1	57	6115-20-001-1409	1	1
29	6115-20-000-8850	5	5				

3.7 Repair/Condemn Decisions

3.7.1 In the event that equipment cannot be repaired within the MRC stated above, the Contractor must refer relevant data to the TA for decision in accordance with the Logistics SOW in Annex B. The TA, or a designated representative, will respond in one of three ways:

3.7.1.1 Proceed with the repairs with authorization to exceed the MRC by a stated amount;

3.7.1.2 Condemn the equipment and return it to the Canadian Forces Supply System (CFSS); and

3.7.1.3 Condemn the equipment with authorization to remove and reuse (cannibalize) serviceable parts. The Contractor is responsible to report salvaged parts inventory annually as Government Furnished Overhaul Spares (GFOS).

3.8 Provision of Material

3.8.1 Government Supplied Material - The Government does not intend, in most cases, to provide spare parts to the Contractor. At the request of the Contractor, the Government will, if available, provide the parts to the Contractor. If the Government provides spare parts to the Contractor, the value of the parts must be deducted from the MRC of the equipment for which the parts are intended. The Contractor must provide suitable secure storage facility and insurance to protect all government supplied materials, included but not limited to, equipment, spares, Technical Data Package (TDP), documentation, software, and specialty tools, etc.

3.8.2 Contractor Supplied Material - The Contractor must be responsible to provide parts required, including locating of sources for the required parts. The Contractor must be responsible for the obsolescence management of the parts in accordance with paragraph 3.8.3.

3.8.3 Obsolescence - In the event that an original part is no longer available, the Contractor must be responsible for sourcing and managing parts obsolescence at their own expense when performing R&O. The Contractor must obtain Technical Authority approval to substitute parts. The substitute part must be interchangeable; and must not negatively affect safety, reliability, durability, cost, or maintenance diagnostics. In the event of substitution of a part due to obsolescence, the Contractor must document it in accordance with paragraph 4.13 Documentation Changes.

3.8.4 Contractor Furnished Parts - The Contractor must be responsible to provide parts on "as and when" required basis that will be detailed in a DND 626 form. The provision of these parts is not intended as a standing offer type arrangement and must be used for operational requirements only.

3.8.5 Contractor Repair Parts Account - Contractor Repair Parts Account (CRPA) will be established within DRMIS to capture locations of any DND/CF owned and furnished spare parts and components, with a Serviceable and an Unserviceable storage location. It records all managed spare parts pre-propositioned within that CRPA Plant /Serviceable Storage Location. The spares are located at the Contractor's repair facility and are to be used to assist on the repair of the repairable items contracted out for repair. These spares are called Contract Issue Spares (CIS) because they are DND spares issued to the Contractor in order to affect the repair or overhaul of DND equipment. As a means of inventory control of DND furnished spare parts, materials and equipment a Contractor Repair Parts Account (CRPA) will be established through Director Common Procurement and Supply (DCPS) 5-4.

3.9 Extent of Work

3.9.1 Mechanical - All mechanical systems will be inspected and repaired as required in accordance with industry practice, applicable repair manuals and/or Canadian Legislation. Defective components must be repaired or replaced.

3.9.2 Electrical - All electrical components must be inspected, tested and repaired as required in accordance with industry practice, applicable repair manuals and/or Canadian Legislation. Defective parts, electrical wiring and harnesses must be replaced so as to conform to original wire size and/or wire colours and wiring schematic diagrams.

3.9.3 Safety - All systems/components affecting the safety of the user/operator or those affecting hazardous operation of the equipment must be inspected and tested for correct operation in accordance with industry practice, applicable repair manuals and/or Canadian Legislation. Defective components must be replaced. All warning decals, labels, data plates will be clear and legible.

3.9.4 Finish - There is no requirement to refinish the equipment to an industrial production standard. The exterior frame and panels must be inspected for safety hazards (exposed sharp surfaces) bent frames, cut, torn or punctured panels. Flanges at air inlets and outlets must be inspected and repaired as necessary to ensure an easy and quick fit to standard military type ducts. The equipment must be done to the extent necessary to prevent corrosion damage to exposed metal surfaces. The equipment must be repainted or touched up (dependent on condition upon receipt) with finish material of a colour and type to closely match the existing finish

3.9.5 Painting - The Contractor must paint the equipment according to the specification noted in the TDP for the equipment, or as directed by the TA. Unless otherwise specified, CARC painted equipment must be repainted or touched up (dependent on condition upon receipt) in accordance with CARC Paint SOW, Appendix 1 to Annex A. Products meeting U.S. specifications for CARC are subject to Controlled Goods Regulations and International Traffic in Arms Regulations (ITAR). Unless otherwise specified, commercial painted equipment must be repainted or touched up (dependent on condition upon receipt) in accordance with Paint Specifications DOD-P-15328, D-84-001-005/SF-001 and D-84-010-001/SF-001.

3.10 Acceptance Test Procedures

3.10.1 The Contractor must develop Acceptance Test Procedures, in Contractor's format, in accordance with the applicable engineering orders and Original Equipment Manufacturer (OEM) test and data sheets for the 2.0 to 60 KW generators, Power Distribution Systems, distribution boxes and load banks within 30 calendar days after contract award.

3.11 Subcontracting of Repair Services

3.11.1 Subcontracting of repair services by the Contractor is authorized. Subcontracting that exceeds 50% of the MRC for any equipment must be approved by the TA through the PA.

3.12 Technical Investigation and Engineering Support (TIES) / Special Investigation and Technical Studies (SITS) / Field Service Representatives (FSRs) and Mobile Repair Parties (MRPs)

3.12.1 The Contractor must provide TIES/SITS/FSR/MRP services such as investigations, studies, preparation and incorporation of modification requirements, special testing (or work of similar nature) and the use of expert specialized technical assistance (eg, training requirements, integrated logistics support, manual and technical data updates, etc) on an as and when required basis to DND and will be detailed in an approved DND 626. Requests for TIES work may originate from the Contractor, or be communicated by DND to the Contractor. Recommendations regarding cost reduction, product improvement, and failure investigation must be submitted in proposal format to DND. Recommendations must include cost of the work proposed, justification for the work and the business case to support the work. DND will evaluate the

proposals and accept or reject them. If the proposal is accepted by DND the work can only be authorized through the use of a DND 626 form. Contractors are cautioned that no work will be performed or will be paid for by Canada without an approved DND 626.

3.12.2 The Contractor must provide engineering data relevant to these investigations including reproducible drawings. When drawings are required, they must be prepared, processed and approved in accordance with CFTO D-01-400-001/SG-000 Engineering Drawings Practices for Class 1 Drawings and Technical Data Lists.

3.13 Documentation Changes

3.13.1 In the event that any changes to the equipment configuration, integrated logistic support, and/or operating & maintenance procedures are required as a result of parts replacement or equipment modification, the Contractor must inform the TA, in writing, of all the necessary changes to the equipment Technical Data Package (TDP), the Integrated Logistic Support (ILS) documentation, and to the spare parts cataloguing systems. Changes might include but not be limited to part number; manufacturer; source of supply; NSN if available; circuit references; level 3 drawings; DND CFTOs and O&M manuals; equipment instruction and identification plates; training manuals; and related DND databanks. The Contractor must seek and receive approval from the TA prior to making any changes to related documentation and TDPs. The Contractor must promulgate changes to DND documentation in accordance with DND documentation style and quality standards. The TDP as maintained by the Contractor must be referenced and used for maintenance purposes only, and only in relation to the DND equipment under the contract. No other use of TDP by the Contractor is authorized unless with written approval issued from DND.

3.14 Unsatisfactory Condition Reports (UCRs)

3.14.1 Upon mutual agreement, the Contractor must investigate and make recommendations on UCRs submitted by the appropriate DND authority. The Contractor may be required to originate UCRs in accordance with CFTO C-02-015-001/AG-000.

3.15 Communication and Technical Assistance

3.15.1 The Contractor must provide communication capability that can transmit text and image files concerning repair, overhaul, reports and other project documentations over the Internet among its center of operation to the TA office and the CF field units. The Contractor must also provide e-mail and telephone technical assistance services during 0800-1600hr Monday through Friday, staffed with qualified technical personnel, to provide quick response on technical issues from the TA or the CF field units.

3.16 Preparation for Delivery

3.16.1 Preparation and Preservation Instructions - Preparation or Delivery must be in accordance with C-19-010-002/VP-001 and A-LM-184-001/JS-001, Part 9. Preservation of mechanical components, fuel lines, oil lines, etc must be prepared according to the instructions below:

3.16.2 Metal Surfaces - Spray metal preservative (LPS all-purpose penetrant, lubricant and protectant) on the internal and external components which should help to prevent metal corrosion and rust.

3.16.3 Ports - Cap all ports with plastic caps, plugs, bags and tape. This should help to prevent water, insects and debris from disrupting the system.

3.16.4 Fuel Lines - when indicated by the TA, in cases where repaired material is being shipped directly to the unit or is to be stored for short periods, fuel lines must not require drainage if they can be effectively sealed to prevent leakage. The Contractor must add preservative fuel in the tank to allow immediate usage of the equipment as intended. When it is indicated by the TA that equipment will be sent to long term storage, fuel lines must be purged and preserved according to A-LM-184-001/JS-001, Part 9

3.16.5 Fuel Tanks - Drain the fuel tank and purge it dry; but keep all fuel lines filled with fuel and fuel stabilizer which should prevent air locks in system to simplify generator set restart.

3.16.6 Engine Oil – For short term preservation of diesel engines (when applicable), the Contractor is to change the engine oil with the filter and to ship the equipment with the engine block filled with new oil as recommended by the OEM. This will prevent the corrosion to the internal components of the engine. For long term preservation, engine oil valves should be coated with preservative oil to prevent engine components from seizing after long periods of storage.

3.16.7 Batteries - If applicable, disconnect the battery (+) positive and (-) negative terminals, secure the cable with tie-wrap and protect the terminals with the post with battery terminal grease (silver grease) for corrosion protection.

3.17 Packaging

3.17.1 The Contractor must package the equipment in accordance with Chapter 9, A-LM-184. and when provided, use the original manufacturer's packaging. Packaging must also comply with health, safety and pest controls regulations. The Contractor must ensure that all equipment leave the Contractor's facility in such condition as to prevent in-transit damage while being returned to the CFSS. The Contractor must provide warranty against equipment damages during transportation and handling as a result of inadequate packaging by the Contractor.

3.18 Meetings

3.18.1 Startup meeting, within 5 working days of contract award, the Contractor must contact the Authorities listed herein to set a date for a Contract start-up meeting within 30 calendar days of contract award at the Contractor's facility.

3.18.2 Progress Review Meetings (PRM) must be held to review the total contract status as of the review date, and to present the opportunity for the resolution of all current and unresolved issues known as of that date. PRMs must be held, as required by the TA at the Contractor's plant. The review meetings must concentrate on management and contractual level issues, and must address overall program status including resource allocation, priorities, funding levels and the identification of potential risk areas.

3.18.3 When minutes of meetings are required, the Contractor must be responsible for taking them and preparing them in a format approved by the Technical/Procurement/Contracting Authority. The Contractor must submit the minutes to PSPC, the Procurement Authority and the Technical Authority, within 10 working days following the meeting.

4 QUALITY ASSURANCE

4.1 Quality Assurance Representative

4.1.1 All stages of the R&O procedures must be subject to inspection by a National Defence Quality Assurance Representative (NDQAR). The NDQAR must monitor for best industrial practices.

4.1.2 The Contractor and Subcontractors must provide a functional office facility for the NDQAR to perform his/her duties while at their facility upon request.

4.2 Test and Inspection

4.2.1 Each piece of repaired/overhauled equipment must undergo testing that meets or exceeds industrial standard methods. The Contractor must prepare a test report in Contractor's (DND approved) format. One copy must be shipped with the equipment, one copy to be retained by the Contractor and a

copy forwarded to the TA. All completed equipment must be visually inspected for security of components and hazardous conditions. All deficiencies must be noted and repaired.

4.3 CSA Certification

4.3.1 When directed by the TA under a TIES tasking, the Contractor must obtain Canadian Standards Association (CSA) safety certification for the equipment that has been modified and/or repaired

5 ENVIRONMENTAL HEALTH AND SAFETY

5.1 Compliance

5.1.1 The Contractor and Subcontractors must comply with all Canadian Environmental, Occupational Health and Safety legislation.

5.2 Workplace Hazardous Materials Information System (WHMIS)

5.2.1 The Contractor must have a WHMIS program in place within its facility. The Contractor must certify that it meets all of the current Federal and Provincial Environment, Health and Safety (EHS) legislation environmental standards for the handling, transportation and disposal of waste and hazardous wastes. The Contractor must be solely responsible for the handling, transportation and disposal of all waste, and hazardous waste material generated as a result of the work in this Statement of Work, Annex A, and Annex B Logistics SOW.

5.3 Controlled Products

5.3.1 It is DND policy to restrict or eliminate the use of controlled products. Controlled products are defined as those that contain the following substances: regulated and proposed to be regulated under the Canadian Environmental Protection Act, 1999 (CEPA); targeted in Schedule 1, Toxic Substance List under CEPA and/or subject to the reporting requirements under the National Pollutant Release Inventory (NPRI).

5.4 Use of Controlled Products

5.4.1 The Contractor and any Subcontractor(s) must avoid the use of any controlled products where feasible and as dictated by regulatory requirements. The use of controlled products must be reviewed in consultation with the TA, to determine whether replacement by other less hazardous products that meet performance requirements can be utilized, and if so, to replace these controlled products with products of less hazard.

5.5 Mercury Regulations

5.5.1 Contractor supplied parts must comply with the Products Containing Mercury Regulations, 2014.

5.6 Material Safety Data Sheets/Safety Data Sheets

5.6.1 Copies of Material Safety Data Sheets/Safety Data Sheets (MSDS) that are less than three years old for all hazardous products utilized in relation to the contract must be provided to the TA.

5.7 Environmental Management System (EMS) and Occupational Health and Safety Management System (OHSMS)

5.7.1 Environmental Management System - The Contractor must implement and maintain an Environmental Management System (EMS) which is consistent with the principles presented in ISO 14001. Certification to ISO 14001 standard is preferred but not mandatory. The Contractor must, however, have a

formalized set of procedures and control measures in place to achieve compliance with the requirements of the Work.

5.7.2 Occupational Health and Safety Management System - The Contractor must have an Occupational Health and Safety Management System (OHSMS) consistent with the principles presented in OHSAS 18001.

5.7.3 Applicability - The EMS and OHSMS requirement is applicable to the Contractor. The Contractor must make a reasonable effort to monitor and ensure that all Subcontractors are in compliance with the applicable environmental, health and safety laws and regulations.

5.7.4 Audits - The NDQAR must have the right to make examinations and such audits of the work, control processes, procedures and infrastructure with respect to Environment, Occupational Health and Safety.

6 PROJECT MANAGEMENT

6.1.1 The Contractor must assign a Project Manager. The Project Manager must have the responsibility and authority to manage all aspects of the work and be able to make decisions on behalf of the company. The Project Manager must be the primary point of contact between the Contractor and the DND Technical Authority (TA) and Procurement Authority (PA) for all issues related to the Contract. The Contractor must, through effective implementation of the Project Management Program and its associated programs, ensure that all services being delivered fully meet all requirements of the Contract and that all requirements are traceable to the repaired/overhauled equipment.

6.2 Cost and Schedule Control

6.2.1 The Contractor must provide cost and schedule control of the R&O, modifications, additional tasking, etc as detailed in Annex B, Log SOW.

6.3 Access to Facilities

6.3.1 Government Access to Contractor's Facilities - Authorized DND representatives must be granted free access to the Contractor's facilities, and to those of Subcontractors. The Contractor is entitled to require that visiting DND personnel be escorted by Contractor or Subcontractor personnel.

6.3.2 Contractor Access to Government Facilities - If required, access by Contractor or Subcontractor personnel must be arranged through the TA.

6.4 Requests for Technical Information/Assistance

6.4.1 All requests for technical information and/or assistance must be directed to the TA, or to the Life Cycle Materiel Manager (LCMM) as directed.

6.5 Security Classification

6.5.1 All work performed and data provided by the Contractor through this R&O effort must be UNCLASSIFIED.

7 DELIVERABLES

7.1 Acceptance Test Procedures

7.1.1 Within 30 calendar days after contract award, the Contractor must submit to the TA Acceptance Test Procedures in accordance with paragraph 3.10 for approval.

7.2 Repaired Materiel

7.2.1 The Contractor must deliver all repaired materiel to 25 Canadian Forces Supply Depot or to a location as directed by the PA. Items returned must be accompanied by a properly filled out and signed CF942/CF942A materiel condition Tag/Label when applicable in accordance with A-LM-184-001/JS-001. The CF942 Tags will be provided to the Contractor from the NDQAR.

7.3 Completion of Work Documentation

7.3.1 The Contractor must provide one (1) copy of the R&O service record and test report attached with the equipment for shipment. The service record must include a complete list of replaced and reconditioned parts installed and a tabulated list of R&O procedures performed on the equipment. The Contractor must submit to the TA a list of documents that require revisions as a result of configuration changes.

7.4 Identification Markings

7.4.1.1 All equipment assemblies or components after overhaul must have the original markings information restored and must have the following information added immediately adjacent to the original identification markings or previous overhaul markings:

7.4.1.2 Overhaul's Identification;

7.4.1.3 Date of Overhaul;

7.4.1.4 Date of expiration of Warranty; and

7.4.1.5 Inspector's stamp/number.

7.5 Reports

7.5.1 In-inspection Report - Within one (1) week of reception of items to repair, the Contractor must submit to the TA an In-inspection Report for each item in Microsoft Excel format. As a minimum, the In-inspection Report must contain the following fields:

7.5.1.1 Work Order Number;

7.5.1.2 NSN;

7.5.1.3 Equipment Description;

7.5.1.4 Equipment Serial Number;

7.5.1.5 Receipt Date;

7.5.1.6 Summary of work required;

7.5.1.7 Estimated Labour Hrs;

7.5.1.8 Estimated Part List;

7.5.1.9 Total Estimated Repair and Overhaul cost;

7.5.1.10 Estimated Completion date; and

7.5.1.11 Notes.

7.5.2 Monthly Progress Report - During the first week of every month, the Contractor must submit to the TA a Monthly Progress Report in Microsoft Excel format. As a minimum, the Monthly Progress Report must contain the following fields:

7.5.2.1 Work Order Number;

7.5.2.2 NSN;

7.5.2.3 Equipment Description;

7.5.2.4 Equipment Serial Number;

7.5.2.5 Receipt Date;

7.5.2.6 Work Status (Waiting for Parts, In- Progress XX% completed, Ready for QA Inspection, Completed.....etc.);

7.5.2.7 Estimated date of completion;

7.5.2.8 Total accumulated cost; and

7.5.2.9 Notes.

7.5.3 Annual Inventory Report -The Contractor must submit to the PA an annual report detailing the value of all Accountable Advance Spares (AAS) and Government Furnished Overhaul Spares (GFOS) inventory held on March 31 in accordance with A-LM-184-001/JS-001, paragraph 15.4.

7.5.4 Other Reports - The Contractor must submit other reports as and when requested by the TA and as detailed in Annex B Logistics SOW and the A-LM-184-001/JS-001.

APPENDIX 1 TO ANNEX A

**STATEMENT OF WORK FOR CHEMICAL AGENT RESISTANT COATING (CARC)
SYSTEM**

1 SCOPE

1.1 Purpose

1.1.1 This document outlines the procedures to be followed in order to paint surfaces of operational ground equipment with a CARC system. Work must be performed in accordance with specification MIL-DTL-53072 (latest edition) to the extent specified herein. This document is written with the intent of providing a smooth transition from a conventional corrosion protective system to an enhanced corrosion protective system.

1.2 List of Acronyms and Abbreviations

ABBREVIATION	DESCRIPTION
CARC	Chemical Agent Resistant Coating
CAF	Canadian Armed Forces
CAFSS	Canadian Armed Forces Supply System
DGLEPM	Director General of Land Equipment Program Management
DLR	Director Land Requirements
DND	Department of National Defence
DCDS	Deputy Chief of the Defence Staff
LFCO	Land Forces Command Orders
NBC	Nuclear, Biological and Chemical
NSN	NATO Stock Number
OPC	Organic (and Associated Inorganic) Protective Coatings
SOW	Statement of Work
SSPC	Steel Structure Painting Council
TA	Technical Authority

2 APPLICABLE DOCUMENTS AND PRODUCT NSNS

2.1 References

2.1.1 The following specifications and standards form part of this Statement of Work to the extent specified herein. Copies of these documents are available online from the US Department of Defense web site at <https://assist.daps.dla.mil/quicksearch> or from the Standardization Document Order Desk, 700 Robbins Avenue, Building 4D, Philadelphia, PA 19111-5094.

SPECIFICATION	NSN	DESCRIPTION
MIL-DTL-53072		Chemical Agent Resistant Coating (CARC) Application Procedures and Quality Control Inspection
DOD-P-15328	8030-00-281-2726	Primer (Wash), Pre-treatment (Formula 117 For Metals) (Metric) (NSN for 1 US Gal size kit)
TT-C-490 Type III	8030-00-281-2726	Chemical Conversion Coatings and Pretreatments for Ferrous Surfaces (Base for Organic Coatings) (NSN for 1 US Gal size kit)
FED-STD-595C		US Federal Standard-Colors Used in Government Procurement
MIL-DTL-53022 Type II	8010-01-309-0328	Primer, Epoxy Coating, Corrosion Inhibiting, Lead and Chromate Free (NSN for 1.25 US Gal size kit)
MIL-DTL-53022 Type IV	8010-01-589-7077	Primer, Epoxy Coating, (Enhanced) Corrosion Inhibiting, Lead and Chromate Free (NSN for 1.25 US Gal size kit)
MIL-DTL-53022 Type V	8010-01-610-7329	Primer, Epoxy Coating, (Enhanced) Corrosion Inhibiting, Lead and Chromate Free (NSN for 6X250 ml aerosol can kits)
MIL-DTL-53030	8010-01-193-0520	Primer Coating, Epoxy, Water Reducible, Lead and Chromate Free (NSN for 1 US Gal kit)
MIL-PRF-24667 Type I, II, IV, Comp G	8010-01-397-3806	Coating System, Non-Skid, for Roll, Spray or Self-Adhering Application (NSN for 5 US Gal kit)
MIL-DTL-64159 Type II	8010-01-493-3169 8010-01-493-3170 8010-01-493-3177 8010-01-493-3179	Coating, Water Dispersible Aliphatic Polyurethane, Chemical Agent Resistant (NSNs are for 0.75 and 3 US Gal size colour green #34094 and tan #33446)
MIL-DTL-64159 Type III	8010-01-596-7862 8010-01-596-7859 8010-01-596-7855	Coating, Water Dispersible Aliphatic Polyurethane, Chemical Agent Resistant (NSNs are for 30 mL kit colour green #34094, for 30 mL kit colour tan #33446 and 30 mL kit colour black #37030 respectively)
MIL-PRF-22750	8010-01-419-1164	Performance Specification, Coating, Epoxy, High Solids (NSN is for 1 US Gal kit colour white #17925)

3 REQUIREMENTS

3.1 Scope of Work

3.1.1 A CARC system must be applied on the surfaces in conformance with the following descriptions including conformance with one of the following sub-processes **A** or **B** as applicable per the following direction: Stocks of shelf-life compliant products identified under sub-process **A** that are held at contractor facilities and within the CAFSS must be used as per sub-process **A** until these stocks are depleted, then products identified under sub-process **B** must be used as per sub-process **B**.

3.1.2 Cleaning (Must be performed prior to Sub-Process **A**, Sub-Process **B** or for Touch-Up)

3.1.2.1 All parts must be cleaned immediately before surface preparation. Prior to surface preparation, all surfaces must be freed of corrosion or soil contaminants such as grease, oil, welding flux, scale, adhesives or

other foreign matter that may interfere with surface preparation, treatment or coating. For this purpose use a hot alkaline cleaning by immersion, spray or vapour process and/or appropriate organic solvent(s).

3.1.2.2 Precautions must be taken to ensure that surfaces remain clean and dry until they are pre-treated, primed and top coated.

3.1.3 Sub-Process **A** requires surface preparation, surface pre-treatment and a primer as follows:

3.1.3.1 Surface Preparation

3.1.3.1.1 For metal parts surface preparation, perform an abrasive grit blast to a white metal SSPC-SP-5 surface finish imparting to the substrate a profile of 13 microns. For non-metallic parts surface preparation, perform a uniform scuffing of the surface with a 180 grit sand paper.

3.1.3.2 Surface pre-treatment

3.1.3.2.1 Metal components must receive an organic pre-treatment (wash primer) coating meeting the requirements of specification TT-C-490 type III (DOD-P-15328) (latest edition).

3.1.3.3 Primer

3.1.3.3.1 A primer coating meeting the requirements of specification MIL-DTL-53022 (latest edition) type II, Epoxy Coating, or specification MIL-DTL-53030 (latest edition) Water Reducible Epoxy Coating must be applied to all equipment surfaces that need to be coated (This concludes sub-process **A**)

3.1.4 Sub-Process **B** requires surface preparation, surface pre-treatment when applicable and priming as follows:

3.1.4.1 Surface Preparation

3.1.4.1.1 Heavy metal parts must be processed by abrasive grit blast to a white metal SSPC-SP-5 surface finish to impart a profile of 38 to 50 microns (1.5 to 2 mils). Lighter delicate metal parts that can not withstand aggressive grit blasting without warping must be processed in accordance with paragraph 4.1.3.1.2. For non-metallic parts surface preparation, perform a uniform scuffing of the surface with a 180 grit sand paper.

3.1.4.1.2 For delicate metal parts surface preparation, perform an abrasive grit blast cleaning to a white metal SSPC-SP-5 surface finish imparting to the substrate a profile of 13 microns.

3.1.4.2 Surface pre-treatment

3.1.4.2.1 Metal parts and non-metallic parts surfaces prepared as per paragraph 4.1.3.1.1 above do not require pre-treatment.

3.1.4.2.2 Delicate metal part surfaces prepared as per paragraph 4.1.3.1.2 above must receive an organic pre-treatment (wash primer) coating meeting the requirements of specification TT-C-490 type III (DOD-P-15328) (latest edition).

3.1.4.3 Primer

3.1.4.3.1 A primer coating meeting the requirements of specification MIL-DTL-53022 (latest edition) type IV, Epoxy Coating, Enhanced Corrosion Protection must be applied to all parts surfaces that need to be coated. The primer manufacturer recommended dry film thickness (DFT) must be achieved when measuring the DFT of the primer over the highest peaks of the profile. (This concludes sub-process **B**)

3.1.5 Non-Skid Surface

3.1.5.1 Apply, as per manufacturer's instructions a non-skid coating meeting the requirements of specification MIL-PRF-24667 (latest edition) Type I, II, IV, Composition G colour #36076 (dark grey) in accordance with FED-STD-595C (latest edition) to surface areas intended as walk-on surfaces.

3.1.5.2 **WARNING:** Products qualified to MIL-PRF-24667 Type I, II, IV, and Composition G are applied in a relatively thick coat and contain solvents that will affect negatively the adhesion of the primer MIL-DTL-53022 Type II or IV if applied too soon i.e. before the primer "Dry Hard" condition has been reached. Therefore, the non-skid product must be applied no sooner than the dry hard condition of the primer and its dry hard condition must be reached within a period of time that will allow for the application of the topcoat within 24 hours of the application of the primer.

3.1.6 Topcoats

3.1.6.1 Exterior surfaces. A polyurethane topcoat meeting the requirements of specification MIL-DTL-64159 Type II (latest edition), colour #34094 (flat green) as per FED-STD-595 (latest edition) must be applied to exterior surfaces including exterior walk-on surface areas having non-skid coating.

3.1.6.2 Interior surfaces. An epoxy topcoat meeting the requirements of specification MIL-PRF-22750 (latest edition), colour #17925 (gloss white) as per FED-STD-595 (latest edition) must be applied to interior surfaces including walk-on surface areas having non-skid coating.

3.1.6.3 Interior surfaces of parts that could be directly exposed to chemical agents such as hatches, ramps and doors must be coated as per paragraph 4.1.5.1 above.

3.1.6.4 **WARNING:** The topcoats must not be applied before the dry hard condition of the non-skid material has been reached and must be applied within 24 hours after the application of the primer. There must be no walking on non-skid surfaces for a period of 7 days to allow full cure of the coating system.

3.1.7 Marking and Touch-Up

3.1.7.1 Markings identifying the coating system, the flag, numbering and lettering must be performed with a touch-up coating kit meeting MIL-DTL-64159 (latest edition) type III and FED-STD-595C (latest edition) colour #37030 (flat black).

3.1.7.2 For defects or damages to the CARC system that expose the substrate it is required to clean the area to be reworked; for this purpose refer to paragraph 4.1.1.1. For metallic components it is then required to remove rust or corroded metal by hand-sanding using an 80 grit sand paper or a mechanically driven steel brush (depending on the size of the defective area). Remove sanding/grinding dust with a clean paint brush and apply a coat of primer meeting the requirements of specification MIL-DTL-53022 type V (latest edition); feather-in with the existing primer.

3.1.7.3 Touch-up of the topcoat must be performed with a touch-up coating kit meeting MIL-DTL-64159 type III (latest edition) and FED-STD-595C (latest edition) colour #34094 (flat green); feather-in with the existing topcoat.

3.1.8 Selection of Materials, Mixing and Application

3.1.8.1 Materials used must be selected from the applicable qualified products list (QPL/QPD) and must be mixed and applied as per the manufacturers' Technical Data Sheet. The brand name and QPL/QPD number of the materials used must be reported to the Technical Authority/Project Configuration Manager for CF configuration, health, and safety purposes after acceptance of First Article Test Report.

3.1.9 Special Measures

3.1.9.1 In any instance where the CARC system specified herein interferes with the design features of specific components that are key to the operation of the equipment, it is the manufacturer's responsibility to identify and propose a suitable alternative coating system having high chemical agent resistance and corrosion protection properties. The identified alternative coating system, if endorsed by the DGLEPM Canadian Army OPC TA, must be used only upon receiving DCDS approval to waive the NBC hardening policy. The brand name of the approved alternative coating system materials must be reported to the Technical Authority/Project Configuration Manager for CAF configuration, health and safety purposes.

3.1.9.2 Deviations from CARC products and application processes identified herein as well as deviation from the product manufacturer Technical Data Sheet must be reported to the OPC TA of the Canadian Army for his evaluation and approval.

4 DND PROJECT AUTHORITY RESPONSIBILITIES

4.1.1 Message AIG 1733 of 180926Z SEP 03 establishes applicable paint policies as per LFCO 21-04 (DLR/DGLEPM). The LFCO indicates that all Canadian Army operational vehicles and equipment must be painted monochromatic mat green on the exterior and monochromatic gloss white on the interior except for hatches, ramps and doors that will be painted monochromatic green on the inside. Derogation to LFCO 21-04 must be authorized by DLR. The identification of colour #33446 (mat beige) CARC finishing products in this SOW is for information purposes.

Annex B

LOGISTICS

STATEMENT OF WORK

List of Acronyms and Abbreviations

Abbreviation	Description
CA	Contracting Authority
CAF	Canadian Armed Forces
CFB	Canadian Forces Base
DND	Department of National Defence
NDQAR	National Defence Quality Assurance Representative
GOCC	Government Owned Materiel in Contractor Custody
GOM	Government Owned Materiel
OCRS	Out of Country Repair Section
PA	Procurement Authority
R&O	Repair & Overhaul
SOW	Statement of Work
TA	Technical Authority

Figure A-1 List of Acronyms and Abbreviations

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**Appendix I and Appendix II – CONTRACTOR-HELD INVENTORY REPORTING
REQUIREMENTS & TEMPLATES**

1 GENERAL

1.1 Aim

1.1.1 The Contractor must repair and/or overhaul only those items for which he has received authorization in accordance with the Selection Notice and Priority Summary (SNAPS) for Repairable Materiel Account (RMA) code(s) and/or an approved Repairable Materiel Request (RMR). The Contractor must conform to such supply procedures as are advised in this SOW related to the management of DND equipment and stores in his possession. DND reserves the right to exercise surveillance over all aspects of the Contractor's supply operation. Repair and/or Overhaul priorities will be maintained as advised in the SNAPS. Repair priority for RMRs must be "Routine" unless otherwise stipulated.

1.2 Extent of Work

1.2.1 The complete overhaul of all arisings (except life items that are time expired) is not permitted under the terms of this Statement of Work. The intent is that repair work will be done and overhaul resorted to only where such is economically and technically justifiable; or where required by technical specifications. The following definitions will apply:

1.2.1.1 Repair - The identification and correction of those specific defects which degrade the performance of an item causing it to function below the specifications;

1.2.1.2 Overhaul - The restoration of an item to its original condition/near life expectancy. It includes the replacement of worn, damaged or life expired parts; the incorporation of approved modifications; and the rework of components as necessary;

1.2.1.3 Inter-changeability - Following repair, the item must remain fully interchangeable (form, fit and function) with articles catalogued under the same reference number, part number and of the same modification status. This concept of inter-changeability must be extended to include internal characteristics such as wave forms and components layout in order to ensure full compatibility with automatic test equipment software and automatic probing;

1.2.1.4 Serviceable Condition - The condition of an equipment which allows it to be used, shipped or held in stores without being subjected to any limitations not applicable to new equipment; and

1.2.1.5 Reliability and Maintainability - The definitions of MIL STD-721 will apply.

2 ADMINISTRATION

2.1 Receipt

2.1.1 Upon receipt of DND equipment, the Contractor must:

2.1.2 Identify the equipment and ensure authority to repair (SNAPS, RMRs);

2.1.2.1 Open a work order;

2.1.2.2 Carry out a physical check to ensure that the item is complete and is in accordance with the accompanying vouchers;

2.1.2.3 Complete receipt documentation, including any adjustment transactions, work order number; and

2.1.2.4 Action warranty materiel.

2.1.2.5 NOTE: Work order must be raised within 48 hours of delivery to plant

2.1.3 If the Contractor is missing any information or documentation, he must request it through the National Defence Quality Assurance Representative (NDQAR).

2.1.4 For those items where the basis of payment is other than firm fixed price, and based upon available information and/or inspection of the item, the Contractor must determine the extent of work required, prepare a cost estimate, and if cost to repair is below the maximum repair cost (MRC), proceed with the repair. Whenever cost to repair threatens to exceed the MRC, the Contractor must request authority in writing to proceed with the repair in accordance with PART 2 of A-LM-184-001/JS-001.

2.1.5 Where it is impossible to determine the cost to repair, the Contractor may be granted authority by the Procurement Authority (PA) to strip the equipment so as to assess its repair and/or overhaul potential and to estimate the costs. Unless otherwise specified, and regardless of the value of the equipment, the cost of the work involved in estimating repair is chargeable to the item whether or not it is subsequently repaired.

2.2 Discrepancies in Shipments

2.2.1 If upon initial inspection, the Contractor identifies equipment as having the same form, fit and function as other equipment, but as being misidentified, the Contractor must forward a detailed message to the Consignor and to their National Defence Quality Assurance Region (NDQAR) representative with a recommendation for corrective action. A discrepancy in shipment can consist of any of the following:

2.2.1.1 In-condition

2.2.1.2 Surplus

2.2.1.3 Shortage

2.2.2 The Contractor must action discrepancies in shipments in accordance with PART 3 of A-LM-184-001/JS-001.

2.3 Completion of Work

2.3.1 On completion of Repair and/or Overhaul, the Contractor must prepare and transmit a stock holding code (SC) change notification in accordance with PART 2 of A-LM-184-001/JS-001.

2.3.2 The following "Contractor Certification" must be stamped on the CFSS Supply Document and signed prior to the Contractor transmitting the SC Change Notification.

2.3.3

Contractor Certification

I certify that the item(s) listed above have been inspected, tested and conform to all specifications and requirements detailed in the contract or purchase order.

Signature _____ **Date** _____

(Contractor QC)

3 WORK CONTROL

3.1.1 The Contractor must ensure that the repair of all DND equipment is controlled by a serial numbered work order in accordance with PART 2 of A-LM-184-001/JS-001. Upon completion of work, the work order must include as a minimum the following:

3.1.1.1 A contract serial number against which all costs incurred are chargeable;

3.1.1.2 The NATO Stock Number (NSN) and/or Part Number (PN), description, quantity and serial number, if any, of item repaired;

3.1.1.3 A cross reference to all Supply Documents. This includes receipt, issues and returns, including scrap activity, finalization of repair, inspection, and final acceptance;

3.1.1.4 Reference to the applicable technical data;

3.1.1.5 Details of the work performed;

3.1.1.6 A list of all the parts, by part number and description, found unserviceable and requiring repair and/or overhaul, ensuring that the repair scheme is referenced

3.1.1.7 A list of parts required, identifying the stores from which issued (eg, CIS, GFOS, AAS or CFM);

3.1.1.8 Repair cost estimate; and

3.1.1.9 The identity of the person opening the work order.

3.1.2 The Contractor must provide to the NDQAR, and as necessary amend, a list of Contractor personnel authorized to open work orders.

4 ANNUAL REPAIR FORECAST - SNAPS

4.1.1 The contractor must notify the PA when the receipt for a selected repairable line item exceeds the current (fiscal) year forecast (CYF) in the SNAPS report. The contractor must not induct the line item until written approval is received from the PA or the SNAPS forecast is amended.

5 COST CONTROL

5.1.1 The Contractor must monitor the cost of each repair to ensure that total repair costs remain within approved limits. Appropriate management control procedures must be in place and records maintained. These control procedures and records must be available for review and/or audit on request.

6 COSTING RECORDS

6.1.1 The Contractor must prepare forms and maintain records which will provide:

6.1.1.1 A cost listing, by serial number if applicable, of each item or job lot going through the repair line;

6.1.1.2 A detail of the extent of work carried out, in-process inspections completed and materiel embodied at any stage of the repair process;

6.1.1.3 The average cost of repair and/or overhaul, by NSN; and

6.1.1.4 The total repair cost for an item (NSN), by work order.

6.1.1.5 NOTE: This data must be provided as requested by the Procurement Authority and/or NDQAR.

7 MAINTENANCE SUPPORT

7.1 Minor Repairs

7.1.1 If DND supplied parts are urgently required to effect delivery of Free Flow (components) and are not immediately available from DND, then minor repair may be carried out to the unserviceable part by the prime Contractor, as approved by the PA who will advise NDQAR accordingly.

7.2 Mobile Repair Parties (MRPs)

7.2.1 The Contractor must provide an MRP, when authorized by the Procurement Authority. There are two types of MRP:

7.2.1.1 A scheduled Mobile Repair Party (MRP); for a scheduled MRP, the PA must follow the DND626 Task Authorization process outlined in PAM 3.3.2.2.

7.2.1.2 An unscheduled, Immediate Operational Requirement (IOR), extraordinary and exceptional Mobile Repair Party (MRP). The unscheduled IOR MRP happens under exceptional and extraordinary circumstances (for example: pre-deployment preparations for an unexpected extended operational mission) and requires an immediate response from DND.

7.2.2 The process to action an unscheduled IOR MRP is as follows:

7.2.2.1 The TA/PM is responsible to:

7.2.2.1.1 Call the PA;

7.2.2.1.2 Describe the work to be done;

7.2.2.1.3 Request that the unscheduled IOR MRP process be used.

7.2.2.2 The PA is responsible to:

7.2.2.2.1 Ensure that the instructions for unscheduled IOR MRPs are contained in the contract;

7.2.2.2.2 Refer to the "Procedures and Guidelines for Mobile Repair Parties Manned by Contractor Personnel" document (NDID C-02-005-011/AM-000).

7.2.2.2.3 **NOTE:** This document is available through the DSCO [website](#);

7.2.2.2.4 Review the requirement to confirm that it is effectively an unscheduled IOR MRP;

7.2.2.2.5 Approve the unscheduled IOR MRP;

7.2.2.2.6 Confirm by e-mail to the TA/PM and the company that the requirement is approved.

7.2.2.2.7 **NOTE:** The PA's e-mail is the written agreement that allows the work to proceed.

7.2.3 Upon mutual agreement the Contractor will be required to provide competent engineers and/or technicians to field sites to perform engineering projects and/or to effect repairs or modifications to the installations. All matters pertaining to the performance of the work on the site must be referred to the cognizant Base Technical Services Officer, and/or Air/Ship's Staff, or their appointed delegate who will be responsible for the conduct of the work and must signify satisfactory completion and acceptance of the work by signing Appendices C and D to the aforementioned NDID/CFTO. This service must be accomplished to the satisfaction of the site Commanding Officer, his authorized representative, or NDHQ as directed.

7.2.4 On completion of work the Contractor will provide the Procurement Authority with a cost breakdown indicating labour hours by trade, travel expenses, living expenses, etc. Costs are to be all inclusive and will be an indication of the actual amount being claimed. Travel costs must not exceed approved TB Guidelines available at http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv-eng.asp unless pre-approved in writing by the Procurement Authority prior to undertaking the travel.

7.2.5 If requested, the Contractor must submit two (2) copies of a monthly progress report covering MRP activities to the Procurement Authority. The level of detail and format will be stipulated in the individual DND 626 tasking should such a report deemed to be necessary. (Note: such a report is rarely called up).

7.3 Equipment Turn Around Time (TAT)

7.3.1 Unless specifically identified within the contract, equipment Turn-Around-Time (TAT) to a serviceable state must be achieved in 60 Calendar days. TAT is defined as that period of time from "date of receipt to date item is reported serviceable". Repair priority is governed by the SNAPS. The principle of "first-in / first-out" (FIFO), must be observed whenever possible.

7.4 Priority Repair Request (PRR)

7.4.1 The Contractor must be prepared to satisfy PRRs in an expeditious manner. If the Required Delivery Date (RDD) cannot be met, the Contractor must advise the originator and the consignee for a more realistic Estimated Delivery Date (EDD). This EDD must be amended as required until the PRR is satisfied.

7.5 Special Investigations & Technical Studies (SITS)

7.5.1 When authorized by the Procurement Authority, the Contractor must undertake special investigation and technical studies and must provide relevant data to these investigations as and when required. The scope of work normally covered under special investigation and technical studies is to cater for equipment not meeting specification standards or due to repetitive failures. This excludes studies and/or investigations which have or will have fleet fitment application.

7.6 Technical Investigations & Engineering Studies (TIES)

7.6.1 When authorized by the Procurement Authority, the Contractor must undertake technical investigations and engineering studies. This activity includes the provision of system and maintenance support and management services. It includes the requirement analysis and planning to ensure current reliability availability of specifications can be met, the scheduling of maintenance, the identification of spares and support, as well as the development of policies and maintenance procedures. It also includes the contract management activities as well as the validation/acceptance of deliverables when maintenance activity is contracted.

8 SUPPLY SUPPORT

8.1 Transaction Documentation

8.1.1 The Contractor's Document Control Group (DCG) facilities will file and retain the following auditable transaction documentations by applicable account (RMA or RSA) warehouse either by Stock Code or by Requisition Number, in accordance with Part 3 of A-LM-184-001/JS-001:

8.1.1.1 Stock Code sequence followed by requisition number; or

8.1.1.2 Requisition number.

8.2 Contractor Supply Accounting

8.2.1 Materiel held on Contractor Repair Parts Account (CRPA), Repair Shop Account (RSA) and Repairable Materiel Account (RMA) must be accounted for as per the Canadian Forces Supply System (CFSS) automated procedures in accordance with A-LM-184-001/JS-001. Government Furnished Overhaul Spares (GFOS) and Accountable Advanced Spares (AAS) will be accounted for in either a manual or an automated system. Regardless of the system used, the Contractor must maintain an audit trail acceptable to DND. Further, any automated or manual materiel accounting system must first be approved by the PA. Supply accounting records for DND materiel must be maintained separate from other company records.

8.3 Management of DND-Owned Spares

8.3.1 The Contractor is responsible for determining the requirement for spares, obtaining the spares, maintaining custody of the spares, accounting for the spares in an approved manner for use on the R&O repair line and for the disposal (when so directed) of the spares in accordance with A-LM-184-001/JS-001.

8.3.2 Spares must be used in the following order:

8.3.2.1 Government Furnished Overhaul Spares (GFOS);

8.3.2.2 Contract Issue Spares (CIS);

8.3.2.3 Accountable Advance Spares (AAS); and

8.3.2.4 Contractor Furnished Materiel (CFM).

8.4 Spares Review

8.4.1 In conjunction with the stocktaking schedule, the Contractor must carry out a review of CIS to determine if holdings of any particular item:

8.4.1.1 Exceed the economic stock retention level. The level is normally equal to an estimated four (4) months stock;

8.4.1.2 Have become surplus to requirements as a result of a modification, disposal, obsolescent or transfer of the major equipment; and/or

8.4.1.3 Are no longer fit for use in the R&O of DND equipment.

8.4.2 In conjunction with the stocktaking schedule, the Contractor must carry out a review of GFOS to determine if stock holdings include any item which:

8.4.2.1 Has become surplus to requirement as a result of removal of the end item from the Selection Notice and Priority Summary (SNAPS);

8.4.2.2 Has become redundant because of a modification change notice, product improvement, etc...;

8.4.2.3 Is a catalogued item which should have been transferred to CIS.

8.4.3 The Contractor must dispose of and/or transfer spares which meet the criteria above and must prepare and handle the necessary documentation associated with the disposal function in accordance with PART 7 of A-LM-184-001/JS-001.

8.5 Stocktaking

8.5.1 The Contractor must initiate and complete a one hundred per cent (100%) manual stocktaking of RMA, RSA, CRPA(CIS), GFOS and AAS as a minimum once every two years in accordance with PART 6 of A-LM-184-001/JS-001.

8.6 Selection Notice Observation Message (SNOM)

8.6.1 Contractors wishing to make observations on information contained in the SNAPS, including Maximum Repair Cost (MRC), must do so by submitting their observations using the Selection Notice Observation Message (SNOM) in accordance with PART 2 of A-LM-184-001/JS-001

8.7 Embodiment Fees

8.7.1 On normal transfer or issue of items (spares) between AAS, CIS or GFOS accounts, any embodiment fees must only be paid once and only upon actual embodiment. Supply accounting records for DND materiel must be maintained separate from other company records.

8.7.2 On bulk transfer/disposal of items in CIS, GFOS or AAS accounts, embodiment fees, if applicable, are subject to a separate PWGSC negotiated rate.

8.8 Loss or Damage to DND Materiel

8.8.1 The Contractor must report to the NDQAR all instances of loss or damage to DND owned materiel in his custody within two (2) working days of confirmation of its discovery.

8.8.2 The Contractor may be authorized to make repairs to DND-owned equipment on loan. All requests must be forwarded to the Procurement Authority for approval. If the Contractor is authorized to repair damaged DND materiel, he must notify the NDQAR before any repair commences to enable adequate quality assurance of the repair.

8.8.3 Loss or damage of materiel in transit must be actioned in accordance with Part 8 of A-LM-184-001/JS-001.

8.9 SCRAP - CUSTODY & DISPOSAL

8.9.1 The Contractor must safeguard, control, and dispose of the scrap materiel in accordance with Part 7 of A-LM-184-001/JS-001.

8.10 PRESERVATION AND PACKAGING FAILURE

8.10.1 Equipment damaged due to preservation and packaging failures in shipments must be reported to the NDQAR using form CF 777, Unsatisfactory Condition Report(UCR), supported by photographs in accordance with CFTO C-02-015-001/AG-000.

8.11 REUSABLE CONTAINERS

8.11.1 Surplus reusable containers must be brought on charge (BOC) to the CRPA, in accordance with PART 3 of A-LM-184-001/JS-001.

8.11.2 The Contractor must inspect, repair and/or repaint reusable metal or wooden containers. If a requirement to repair, replace or provide a reusable container or other packaging materiel has been identified, it will become a charge against the R&O contract at a negotiated rate shown in the "basis of payment" and on the repair work order.

8.12 TRANSPORTATION

8.12.1 The Contractor must be responsible to action all transportation requirements in accordance with PART 8 of A-LM-184-001/JS-001.

8.13 CUSTOMS & EXCISE

8.13.1 DND is responsible for clearing Customs of all DND materiel consigned to R&O Contractors. If a Contractor sub-contracts to an out of country location, the Contractor is responsible for the preparation of all the necessary customs documentations. Customs Brokers must not be utilized unless specifically authorized by the Procurement Authority.

9 WARRANTY CONSIDERATION

9.1.1 Materiel which has been returned for warranty consideration will be actioned in accordance with PART 10 of A-LM-184-001/JS-001.

10 CONTRACTOR USE OF DND EQUIPMENT/PUBLICATIONS

10.1.1 The Contractor must not use DND publications, tools, test-equipment, or jigs and fixtures for commercial work without the written consent of DND. In instances where DND has provided such consent, PWGSC will negotiate suitable compensation for DND. All requests must be directed to the Procurement Authority through PWGSC.

11 STOP REPAIR ACTION

11.1.1 The Contractor must comply immediately with all stop repair instructions. Detailed procedures are contained in PART 2 of A-LM-184-001/JS-001.

12 PUBLICATIONS

12.1.1 General procedures with respect to management of publications are contained in PART 11 of A-LM-184-001/JS-001. The Contractor must document requirements for publications and submit to the NDQAR. The Contractor must develop procedures to control all DND publications in their possession and be responsible for amending all DND publications in his custody. The Record of amendments must be maintained as indicated in the applicable area of each publication.

12.1.2 Unless otherwise specified, publications may be copied and/or extracts taken from them. As these copies/extracts are not subject to follow-up amendment action, they are not valid for use as a reference document and must be stamped "FOR INFORMATION ONLY". Contractors must ensure that any classified documents are provided with the appropriate security, consistent with the provisions of A-SJ-100-001/AS-000.

12.1.3 The Contractor must respond to any request for "verification of publication holdings" which may be requested periodically by DND.

13 OFFICE SERVICES

13.1.1 The Contractor must perform the secretarial and clerical work necessary to carry out the terms of this contract with respect to the preparation, filing and transmission of all forms, reports and correspondence, relating to the movement, accounting, storage, repair, overhaul, quality control and investigation of materiel covered by this contract.

14 MINUTES OF MEETINGS

14.1.1 When minutes of meetings are required, the Contractor must be responsible for taking them and preparing them in a format approved by the Procurement Authority. The Contractor must submit the minutes to Public Works and Government Services Canada (PWGSC) or the Procurement Authority as directed at the meeting, within ten (10) working days following the meeting.

15 PLANT SHUTDOWN/VACATION PERIOD

15.1.1 During plant shutdown and/or vacation periods, the Contractor must ensure that adequate facilities/personnel are available to ensure the satisfaction of High Priority Requirements (HPRs). If Contractor personnel are not on site during shutdown, a list of names and home phone numbers of those Contractor personnel to be contacted during plant closure must be provided to the NDQAR. It is the Contractor's responsibility to ensure that personnel are available to satisfy PRR requirements once identified.

16 REPORTS

16.1 MRP Progress Reports

16.1.1 The Contractor must submit one (1) copy of the monthly progress report covering Mobile Repair Party (MRP) activities in accordance with PWGSC Form (7139) to the Procurement Authority, and one (1) copy to the supporting NDQAR.

16.2 Technical Investigation and Engineering Support (TIES) Reports

16.2.1 Technical Investigations and Engineering Support may only be authorized by the Procurement Authority. The Contractor must complete a Technical Investigation Report as stipulated under a DND 626 on an as required basis when so directed.

16.3 Accident/Incident Reports

16.3.1 The Contractor must submit accident/incident reports in accordance with Chapter 7 Para 32(b) and Chapter 7 Para 41 (f) of CFTO A-GA-135-001/AA-001, through the supporting NDQAR.

16.4 R&O Contractor Effectiveness Report

16.4.1 The R&O Effectiveness Report is described in PART 2 of A-LM-184-001/JS-001. The Procurement Authority will monitor Contractor's Turn-Around-Time using the R&O Effectiveness Report.

16.5 Annual Contractor Held Inventory Report

16.5.1 The Contractor will be required to report annually to the PA on the value of all Accountable Advance Spares (AAS) and Government Furnished Overhaul Spares (GFOS) inventory held on March 31. Appendix 1 provides details on how to report this inventory, and Appendix 2 is a sample copy of the report proforma.

Appendix 1 - Contractor-Held Inventory Reporting Requirements

The instructions to complete the Contractor-Held Inventory Reporting templates are as follows:

Part A

"DND Owned Inventory Holdings held by Contractors as at 31 Mar 20XX".

Notes:

1. A separate Inventory Holdings report is required for Consumable Inventory and Repairable Inventory. If your inventory cannot be reported or separated on the basis of consumable versus repairable, please state what the majority of the inventory would be classified as repairable or consumable based on the definitions below.
2. Loaned equipment from DND must be authorized through a DND-authorized loan agreement. Reporting must be as per the conditions of the loan agreement.
3. Whole Capital assets are not to be reported to DND. Whole Capital Assets are equipment that has been purchased by DND for the Contractor and that is not inventory, such as vehicles, test equipment, etc.
4. The reports provided by the company inventory system are acceptable for reporting purposes to DND, as long as they contain the essential information requested in the template provided.
5. Provide any alternate part number or manufacture part number in addition to the part number listed above. Provide the class also, if available, as well as any additional field information you have that may help to classify the data.
6. Provide the inventory report in electronic format, MS Excel being the preferred software, advise Procurement Authority if not available.

Definitions:

Government Furnished Overhaul Spares (GFOS) – Non-catalogued inventory spares which are not purchased by the contractor but arise from: AA spares transferred from another Contractor; DND procurement with the US government; spares salvaged from DND equipment; or de-catalogued CIS spares which are for 3rd line use only. GFOS spares are not recorded in the Canadian Forces Supply System (CFSS).

Accountable Advance Spares (AAS) – Non-catalogued inventory spares which the contractor has been authorized by DND to purchase using DND funds, on an exceptional basis. The CFSS does not track AAS.

Bonded Stock – Inventory spares which the Out of Country Contractor has been authorized by DND to purchase using DND funds, on an exceptional basis. The CFSS does not track bonded stock.

Repairable Inventory – An item of supply designated as capable of being repaired.

Consumable Inventory – An item of supply that is not repairable.

Part B

"Repairable Template Input/Output Repairable Inventory Report for the Year Ending 31 March 20XX" and
"Consumable Template Input/Output Consumable Inventory Report for the Year Ending 31 March 20XX":

Notes:

1. The closing inventory as at 31 Mar 20XX must be equal to the itemized listings provided in the consumable and repairable reports of 'DND Owned Inventory Holdings as at 31 Mar 20XX.'
 2. A separate Input/Output Inventory Report is required for Consumable Inventory and Repairable Inventory.
 3. It is preferable to provide the data in a part number level format detailing the equipment platform supported, but the summary level report as outlined in the template is acceptable.
 4. Report in one currency only and specify the currency if it is not Canadian.
-

Part C

"Additional Information Requested for Year-End Reporting"

The following information is requested:

1. Description of the activities performed under the Repair and Overhaul (R&O) contract(s) supported by the inventory holdings if not supplied on the Part A spreadsheet (such as R&O on Hercules engines);
2. How often stocktaking is performed on the Contractor holdings of DND owned inventory;
3. Date of last stocktaking;
4. The accounting method used by the Contractor to value the inventory reported first-in-first-out (FIFO), last-in-first-out (LIFO), historical cost or moving weighted average;
5. Is this a Sub-Contractor to another company? If so, who?
6. DND and Contractor point of contact for the inventory report as at 31 Mar 20XX

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Appendix 2 (GSSC REPORT TEMPLATE)

PART A

DND OWNED INVENTORY HOLDINGS HELD BY CONTRACTORS

AS AT 31 MARCH 20XX

COMPANY	CONTRACT NUMBER	ITEM / PART NUMBER (NOTE 1)	EQUIPMENT PLATFORM THE ITEM SUPPORTS (NOTE 2)	NATO STOCK NUMBER (NSN) (NOTE 3)	STOCK CODE (SC) (NOTE 3)	ITEM DESCRIPTION	QUANTITY	UNIT OF MEASURE	UNIT COST	EXTENDED VALUE	CURRENCY (NOTE 4)	PROGRAM UNDER WHICH THE INVENTORY IS HELD (NOTE 5)	REPAIR FLAG "Y" CONSUMABLE FLAG "N" (NOTE 6)

NOTES

General Note: Inventory reported here should include all items that a Contractor holds that belong to DND and that **are not already accounted for** in the CFSS or CAMMS.

Note 1: If you have an alternate part number or manufacture part number in addition to the part number listed, please provide that detail if possible. Also provide the Group Class if available. We would like any additional field information you have that may help to classify the data.

Note 2: Please specify if possible the equipment platform the inventory item supports. For example, if your inventory pertains to three aircraft types, put the specific aircraft type beside each inventory item part number.

Note 3: If the inventory item has a NSN or SC, please provide the number, if you have it readily available in your inventory system.

Note 4: Report in one currency only and specify the currency if it is not Canadian.

Note 5: If known, enter the program under which the inventory is held (e.g., GFOS, AAS, Bonded Stock, etc.).

Note 6: Please identify repair flag Y for a repairable item and N for a consumable item.

PART B

REPAIRABLE TEMPLATE
INPUT / OUTPUT REPAIRABLE INVENTORY REPORT
FOR THE YEAR ENDING 31 MARCH 20XX

Opening Inventory as at 1 April 20XX:	
Plus: Cost of Goods Purchased or Acquired:	
Minus: Consumption / Removals:	
Closing Inventory as at 31 March 20XX:	\$ -

NOTES

Note 1: The closing inventory as at 31 March 20XX must be equal to the itemized listing of repairable items provided through Part A, DND Owned Inventory Holdings Held by Contractors as at 31 March 20XX.

Note 2: A separate Input / Output Inventory Report is required for Consumable Inventory and Repairable Inventory.

Note 3: Report in one currency only and specify the currency if it is not Canadian.

PART B	CONSUMABLE TEMPLATE
INPUT / OUTPUT CONSUMABLE INVENTORY REPORT	
FOR THE YEAR ENDING 31 MARCH 20XX	
Opening Inventory as at 1 April 20XX:	
Plus: Cost of Goods Purchased or Acquired:	
Minus: Consumption / Removals:	
Closing Inventory as at 31 March 20XX:	\$ -

NOTES

- Note 1:** The closing inventory as at 31 March 20XX must be equal to the itemized listing of consumable items provided through Part A, DND Owned Inventory Holdings Held by Contractors as at 31 March 20XX.
- Note 2:** A separate Input / Output Inventory Report is required for Consumable Inventory and Repairable Inventory.
- Note 3:** Report in one currency only and specify the currency if it is not Canadian.

PART C

ADDITIONAL INFORMATION REQUESTED FOR YEAR END REPORTING

Description of the activities performed under the Repair & Overhaul (R&O) contract(s) supported by the inventory holdings if not supplied on the Part A spreadsheet (i.e. R&O on Hercules engines).	
How often is a stocktaking performed on the Contractor holdings of DND owned inventory?	
What is the date of last stocktaking?	
What accounting method is used by the Contractor to value the inventory reported (FIFO, LIFO, historical cost or moving weighted average)?	
Is this a Sub-Contractor to another company? If so, who?	
DND and Contractor points of contact for the inventory report as at 31 March 20XX.	

NOTES

Note 1: Inventory reports may be subject to audit by the Office of the Auditor General (OAG).

**TASK AUTHORIZATION
AUTORISATION DES TÂCHES**

All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. – N° du contrat <hr/> Task no. – N° de la tâche
Amendment no. – N° de la modification	Increase/Decrease – Augmentation/Réduction	Previous value – Valeur précédente
To – À <hr/> Delivery location – Expédiez à <hr/> Delivery/Completion date – Date de livraison/d'achèvement	<p>TO THE CONTRACTOR</p> <p>You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task.</p> <p>Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract.</p> <p>À L'ENTREPRENEUR</p> <p>Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande.</p> <p>Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 40%; text-align: center;"> <hr style="width: 80%;"/> Date </div> <div style="width: 55%; text-align: center;"> <hr style="width: 80%;"/> for the Department of National Defence pour le ministère de la Défense nationale </div> </div>	
Contract item no. N° d'article du contrat	Services	Cost Prix
	GST/HST TPS/TVH	
	Total	
<p>APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.</p> <p>NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC : La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.</p> <div style="margin-top: 20px;"> <hr style="width: 30%; display: inline-block;"/> for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux </div>		

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédiez à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.

ANNEX G

TECHNICAL EVALUATION CRITERIA

1. MANDATORY TECHNICAL EVALUATION CRITERIA

Bidder's Instructions:

The evaluation of mandatory technical criteria is stringent. The Bidder must address each of the mandatory technical criteria specified. Bids must pass all the mandatory criteria. Failure to meet all mandatory criteria will result in the bid being deemed non-responsive, and be given no further consideration.

The Bidder to identify the cross reference page(s) and paragraph(s) in their bid, which demonstrates that they meet each of the specified mandatory technical criteria, in the column provided in Table 1 below.

TABLE 1

Item	Mandatory Technical Criteria	Cross Reference Paragraph / Page # in Bidder's Proposal
M1	Contractor Experience The Bidder must provide a narrative that clearly demonstrates the company and facilities at which the work will be performed has a minimum of two (2) years within the last five (5) years of continuous experience including contracts for work on 2.0 – 60 KW Generators and related equipment, or Repair and Overhaul (R&O) contracts with military projects. The Bidder must provide the contract number, title, short work description, and dollar value for the cited past experience.	
M2	Quality Assurance The Bidder must provide either: a) a copy of a Quality Assurance Plan, with references to Quality Assurance Procedures, detailing how the work, including subcontractors, will be monitored for adherence to contract quality assurance requirements as detailed in ISO 9001/2015, or b) a copy of the Bidder's ISO 9001/2015 Certification.	
M3	Hazardous Material The Bidder must handle, transport, and dispose of all waste and hazardous waste generated as a result of the	

	Contract in accordance with current Federal and Provincial environmental legislation. The Bidder must provide a copy of, Hazardous Material Certification, WHIMIS Certification, and ISO 9001/2015 Certification or equivalent.	
M4	Configuration Management The Bidder must provide a Configuration Management (CM) Plan demonstrating how they intend to manage the configuration of 2.0-60 KW Generators, Distribution Boxes, Load Banks and related equipment. The CM plan addresses the four aspects of configuration management and how it will be handled for the R&O contract, including organization, responsibilities, reports and control.	
M5	Technical Data Management The Bidder must demonstrate the capability to manage and update technical data for the contract. The Bidder must have technical data capability and a CAD system either in house or through an identified sub-contractor. The Bidder must have at least two (2) years of cumulative experience in the last five (5) years in production of technical data for various contracts (either in-house or subcontracted). The Bidder must identify the specific contracts (i.e. the contract number, title, short work description, and dollar value) and detail the technical data work performed under these specific contracts for the cited experience.	
M6	Risk Management Plan The Bidder must provide a risk management plan that addresses the risks inherent in the program, and includes a risk assessment, risk prioritization and risk mitigation strategies. The plan must include how the risks will be managed through the contract and the frequency of updates. Additionally, the Bidder provides an example risk mitigation plan currently implemented on another R&O project.	
M7	Logistical Procedures The Bidder must demonstrate specifically in a narrative that their company has the ability to meet, or is performing, or has performed all procedures applicable to the contract in accordance with A-LM-184-001/SJ-001. The Bidder must provide the contract number, title, short work description, and dollar value for the cited past experience and current experience.	

2. POINT RATED TECHNICAL EVALUATION CRITERIA

Bidder's Instructions

The Bidder will be evaluated and scored in accordance with the following point rated technical criteria. It is suggested that Bidders address these criteria in sufficient detail in their bids. In addition, Bidders must provide a "Cross Reference" index that identifies the paragraphs and page numbers associated with each criterion.

Scoring Methodology for Point Rated Technical Criteria **(Total Point Rated Technical Criteria Points = 100 POINTS MAXIMUM)**

Bidder's technical proposal must:

- 1) Achieve a minimum of 70% of the overall points (i.e. min 70 of 100 points); and
- 2) Meet the minimum points for EACH point rated criteria.

Bids which fail to achieve less than 70% of the overall points and / or fail to meet the minimum points of each rated criteria will be considered non-compliant.

2.1 Item 1: Contractor Qualification Requirements (max 25 points / min 10 points)

The Bidder must provide a list of all personnel with specific qualifications and experience who will perform work under the Contract, a Curriculum Vitae (CV) must be included as substantiation for each named individual in-house or subcontracted. If personnel are subcontracted, the Bidder must have experience with the Subcontractor supported by at least one (1) year within the last five (5) years of cumulative contracts. The following are the minimum experience levels to be considered within the rated criteria:

2.1.1 Technician:

- a) A CV demonstrating an in-house position with a minimum of three (3) years within the last five (5) years of cumulative experience, relevant training and expertise relating to repair and overhaul of 2.0-60 kW Generators, Distribution Boxes, Load Banks and Related Equipment.
- b) The license number or copy of certification of the licensed technician(s) including: the Canadian Council of Technicians and Technologists (CCTT) license or provincial equivalent.

2.1.2 Professional Engineer:

- a) Professional Engineer is defined as an Engineer registered with the licensing and regulating body for engineering in a province of Canada, and holds a permit to practice engineering in that province, and is in good standing with the licensing and regulating body. The Bidder must provide the permit number or copy of certification of the Professional Engineer (in house or subcontractor).
- b) A CV demonstrating a minimum of two (2) years within the last (5) years of cumulative experience working on R&O contracts as an Engineer.

2.1.3 Shop Foreman:

- a) A CV demonstrating an in-house position with a minimum of two (2) years within the last eight (5) years of in-house cumulative experience working on R&O contracts as a Shop Foreman.

2.1.4 Draftsman:

- a) A CV demonstrating a minimum of two (2) years within the last five (5) years of cumulative experience working on R&O contracts as a Draftsman.

2.1.5 Technical Writer:

- a) A CV demonstrating a minimum of two (2) years within the last five (5) years of cumulative experience working on R&O contracts as a Technical Writer.

2.1.6 Quality Assurance Personnel:

- a) A CV demonstrating a minimum of two (2) years within the last five (5) years of in-house cumulative experience working on R&O contracts in a Quality Assurance position.

Scoring Grid for Item 1

1.	-The technical staff includes at least one (1) licensed technician in the mechanical field registered with the CCTT or provincial equivalent. - At least one (1) in –house Quality Assurance position. - Access to at least one (1) Professional Engineer when required.	10
2.	-The technical staff includes at least one (1) licensed technician in the mechanical field registered with the CCTT or equivalent. -The technical staff includes at least one (1) licensed technician in the electrical field registered with the CCTT or equivalent. - At least one (1) in –house Quality Assurance position. - Access to at least one (1) Professional Engineer when required.	15
3.	-The technical staff includes at least one (1) technician in the mechanical field registered with the CCTT or equivalent. -The technical staff includes at least one (1) licensed technician in the electrical field registered with the CCTT or equivalent. -The staff also includes a Shop foreman, with a minimum of five (5) years of experience and at least one (1) year of supervisory experience relating to R&O contracts. - At least one (1) in –house Quality Assurance position. - Access to at least one (1) Professional Engineer when required.	20
4.	- The technical staff includes at least one (1) technician in the mechanical field registered with the CCTT or equivalent. - The technical staff includes at least one (1) licensed technician in the electrical field registered with the CCTT or equivalent. - The staff also includes a Shop foreman, with a minimum of five (5) years of experience and at least one (1) year of supervisory experience relating to R&O contracts.	25

	<ul style="list-style-type: none"> - At least one (1) in –house Quality Assurance position. -At least one (1) technical writer able to produce electronic manuals, technical drawings and other engineering documentation when required. - The engineering staff includes at least one (1) Professional Engineer in house. 	
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2.2 Item 2: Organization Responsibilities (max 10 points / min 4 points)

The Bidder must provide a list of organizational roles and responsibilities related to this contract and name a Project Manager as the single point of contact for the project. A CV for the Bidder’s Project Manager must be provided.

Scoring Grid for Item 2

1.	The Bidder provides the company organizational chart and identifies a Project Manager with a minimum of two (2) years of cumulative experience within the last five (5) years in R&O contracts.	4
2.	The Bidder provides the company organizational chart and identifies a Project Manager with a minimum of three (3) years of cumulative experience in R&O contracts within the last five (5) years.	7
3.	The Bidder provides the company organizational chart and identifies a Project Manager with a minimum of four (4) years of cumulative experience in R&O contracts within the last eight (5) years of which two (2) years have been in military R&O projects.	10

2.3 Item 3: Cost and Control (max 15 points / min 3 points)

The Bidder must provide a narrative demonstrating how R&O costs and schedules will be controlled and how modifications and additional tasks /work will be validated by the TA/LCMM prior, in accordance with Annex B – Logistics SOW.

Scoring Grid for Item 3

1.	The Bidder provides details of: -the interrelationship between the company cost accounting system and the cost control system.	3
2.	The Bidder provides details of: -the interrelationship between the company cost accounting system and the cost control system; and -how cost and schedule control of the contracted tasks will be met and managed.	7
3.	The Bidder provides details of: -the interrelationship between the company cost accounting system and the cost control system; - how cost and schedule control of the contracted tasks will be met and managed; and -the interrelationship between the tasks and various role of personnel involved in the cost control process.	11
4.	The Bidder provides details of: -the interrelationship between the company cost accounting system and	15

	the cost control system; -how cost and schedule control of the contracted tasks will be met and managed; -the interrelationship between the tasks and various role of personnel involved in the cost control process; and -their capability to collect and segregate actual costs on a real-time basis.	
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2.4 Item 4: Facility (max 25 points / min 10 points)

The Bidder must identify their owned/leased facilities and location where the work will be performed. Provide description, size and layout of work areas, storage facilities and a list of machinery, repair, tooling and test equipment that will be available for work to be performed. One (1) unit of storage capability will be defined as 60 sq. ft. of floor space with load capacity of three (3) metric tons.

The Bidder to demonstrate compliance with Environmental Health and Safety Act for environmental control related to ventilation, exhaust, and heating in a R&O facility.

Scoring Grid for Item 4

1.	The Bidder provides a facility area of minimum 800 sq. ft. to 999 sq. ft. and a minimum list of machinery and equipment capable of performing the following tasks: <ul style="list-style-type: none"> - precision metal machining; - welding capability for repairing and fabricating with stainless steel, aluminum and steel; - precision metal drilling; - Storage capability for incoming and outgoing skid mounted and trailer mounted generators (minimum 10 units) and Spare parts; - special tools and test equipment to perform the specified acceptance test procedure; and - Environmental control (ventilation, exhaust and heating) to comply with Environmental Health and Safety Act. 	10
2.	The Bidder provides a facility area of minimum 1000 sq. ft. to 4999 sq. ft. and has a minimum list of machinery and equipment capable of performing the following tasks: <ul style="list-style-type: none"> - precision metal machining and surface milling; - welding capacity for repairing and fabricating with stainless steel, aluminum and steel; - precision metal drilling; - Storage capability for incoming and outgoing heaters (minimum 15 units) and Spare parts; - special tools and test equipment to perform the specified acceptance test procedure; and - Environmental control (ventilation, exhaust and heating) to comply with Environmental Health and Safety Act. 	15
3.	The Bidder provides a facility area of 5000 sq. ft. or greater and has a minimum list of machinery and equipment capable of performing the	20

	following tasks: <ul style="list-style-type: none"> - precision metal machining, surface milling and Computer Numerically Controlled (CNC) milling; - welding capacity for repairing and fabricating with stainless steel, aluminum and steel; - precision metal drilling; - Storage capability for incoming and outgoing generators (minimum 25 units) and spare parts; - special tools and test equipment to perform the specified acceptance test procedure; and - Environmental control (ventilation, exhaust and heating) to comply with Environmental Health and Safety Act. 	
4.	The Bidder provides a facility area of 5000 sq. ft. or greater and has a minimum list of machinery and equipment capable of performing the following tasks: <ul style="list-style-type: none"> - precision metal machining, surface milling and Computer Numerically Controlled (CNC) milling; - welding capacity for repairing and fabricating with stainless steel, aluminum and steel; - precision metal drilling; - Storage capability for incoming and outgoing generators (minimum 50 units) and spare parts; - Diagnostic equipment for testing diesel engines; - performing in-house CARC painting; - special tools and test equipment to perform the specified acceptance test procedures; and - Environmental control (ventilation, exhaust and heating) to comply with Environmental Health and Safety Act. 	25

2.5 Item 5: Production Capability (max 25 points / min 9 points)

The Bidder must provide a written production plan which outlines the startup, production, ordering of parts and corresponding time required for each task from time of contract award. The production plan must demonstrate the routine 60 calendar day turnaround time (TAT) from the date the equipment is received to the date the equipment is reported serviceable, after successful completion of the Acceptance Test Procedures.

The Bidder must provide a narrative to indicate how they intend to monitor the R&O process to ensure the routine TAT is met throughout the contract. The Production Plan must show the process of how each operation is to be conducted (Bidders may choose to submit a flow chart in the explanation). The Bidder may also provide specific examples from past experience demonstrating procedures for handling urgent requirements. These may include priority repair requests (PRR) and workload surges while adhering to the TAT.

Scoring Grid for Item 5

1.	The Bidder provides a production management plan, and: <ul style="list-style-type: none"> - explanation of the process and how each operation is executed and the respective organizational responsibilities. 	9
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2.	<p>The Bidder provides a production management plan, and:</p> <ul style="list-style-type: none"> - explanation of the process and how each operation is executed and the respective organizational responsibilities; - the production plan details procedures for handling urgent requirements including priority repair requests (PRR); and - the Bidder provides a specific example from past experience demonstrating procedures for handling urgent requirements including PRRs. 	18
3.	<p>The Bidder provides a production management plan, and:</p> <ul style="list-style-type: none"> - explanation of the process and how each operation is executed and the respective organizational responsibilities; - the production plan details procedures for handling urgent requirements including priority repair requests (PRR); - the production plan details of procedures in place for handling workload surges while continuing to meet TAT; and - the Bidder provides specific examples from past experience demonstrating procedures for handling urgent requirements including PRRs and workload surges while adhering to the TAT. 	25