



National Defence

National Defence Headquarters
Ottawa, Ontario
K1A 0K2

Défense nationale

Quartier général de la Défense nationale
Ottawa (Ontario)
K1A 0K2

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

Proposal To: National Defence 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 and services listed herein and on any attached sheets at the price(s) set out therefore.

Proposition à : Défense nationale 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 et services énumérés ici et sur toute feuille ci-annexée, au(x) prix indique(s).

Comments - Commentaires

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

Title - Sujet 20,000L Aircraft Refueller, 6x4 Wheel Drive camion-citerne 6x4 pour ravitaillement d'avion à capacité de 20 000 L	
Solicitation No. N° de l'invitation W8476-206278/A	Date of Solicitation Date de l'invitation February 26, 2020
Address enquiries to: - Adresser toute demande de renseignements à : Joe Shepstone Telephone No. - N° de telephone 819-939-3040 E-Mail Address - Courriel victor.shepstone@forces.gc.ca	
Destination See herein - Voir aux présentes	

Instructions: Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.

Instructions : Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.

Delivery requested Livraison demandée See herein - Voir aux présentes	Delivery offered Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Person authorized to sign on behalf of Vendor/Firm (type or print): La personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie) :	
Name - Nom	Title - Titre
Signature	Date

Solicitation Closes - L'invitation prend fin
At - à :
2:00 PM - 14:00
On - le :
April 7, 2020
Time Zone - Fuseau Horaire : Eastern Daylight Time (EDT) Heure avancée de l'Est (HAE)

TABLE OF CONTENTS

PART 1 – GENERAL INFORMATION	4
1.1 REQUIREMENT	4
1.2 SECURITY REQUIREMENTS	4
1.3 DEBRIEFINGS	4
PART 2 – BIDDER INSTRUCTIONS	5
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	5
2.2 SUBMISSION OF BIDS	5
2.3 ENQUIRIES – BID SOLICITATION	5
2.4 APPLICABLE LAWS	6
2.5 IMPROVEMENT OF REQUIREMENT DURING SOLICITATION PERIOD	6
PART 3 – BID PREPARATION INSTRUCTIONS	7
3.1 BID PREPARATION INSTRUCTIONS	7
3.2 SECTION I: TECHNICAL BID	7
3.3 SECTION II: FINANCIAL BID	8
3.4 SECTION III: CERTIFICATIONS	8
3.5 SECTION IV: ADDITIONAL INFORMATION	8
ATTACHMENT 1 TO PART 3 – PRICING SCHEDULE	10
1. GENERAL	10
2. FIRM GOODS AND/OR SERVICES	10
3. OPTIONAL GOODS AND/OR SERVICES	10
4. PRICE OF THE BID	11
ATTACHMENT 2 TO PART 3 – ELECTRONIC PAYMENT INSTRUMENTS	12
PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION	13
4.1 EVALUATION PROCEDURES	13
4.2 BASIS OF SELECTION – LOWEST EVALUATED PRICE, MANDATORY TECHNICAL CRITERIA	13
ATTACHMENT 1 TO PART 4 – EVALUATION CRITERIA	14
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	15
5.1 GENERAL	15
5.2 CERTIFICATIONS REQUIRED WITH THE BID	15
5.3 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	15
PART 6 – RESULTING CONTRACT CLAUSES	17
6.1 SECURITY REQUIREMENTS	17
6.2 REQUIREMENT	17
6.3 STANDARD CLAUSES AND CONDITIONS	17
6.4 TERM OF CONTRACT	18
6.5 AUTHORITIES	19
6.6 PAYMENT	21
6.7 INVOICING	22
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION	23
6.9 APPLICABLE LAWS	23
6.10 PRIORITY OF DOCUMENTS	23
6.11 DEFENCE CONTRACT	24
6.12 INSURANCE – NO SPECIFIC REQUIREMENT	24
6.13 INSPECTION AND ACCEPTANCE	24
6.14 POST-CONTRACT AWARD MEETING	24
6.15 ISO 9001:2015 QUALITY MANAGEMENT SYSTEMS – REQUIREMENTS (QUALITY ASSURANCE CODE Q)	24

6.16	QUALITY PLAN	25
6.17	QUALITY ASSURANCE AUTHORITY (DEPARTMENT OF NATIONAL DEFENCE): CANADIAN-BASED CONTRACTOR	25
6.17	QUALITY ASSURANCE AUTHORITY (DEPARTMENT OF NATIONAL DEFENCE): FOREIGN-BASED AND UNITED STATES CONTRACTOR	26
6.18	QUALITY ASSURANCE DOCUMENT	27
6.19	RELEASE DOCUMENTS (DEPARTMENT OF NATIONAL DEFENCE): CANADIAN-BASED CONTRACTOR	27
6.19	RELEASE DOCUMENTS (DEPARTMENT OF NATIONAL DEFENCE): UNITED STATES-BASED CONTRACTOR	27
6.19	RELEASE DOCUMENTS (DEPARTMENT OF NATIONAL DEFENCE): FOREIGN-BASED CONTRACTOR	27
6.20	RELEASE DOCUMENTS - DISTRIBUTION	27
6.21	MATERIAL	28
6.22	INTERCHANGEABILITY	28
6.23	RECALL NOTICES	28
6.24	PACKAGING	28
6.25	PREPARATION FOR DELIVERY	28
6.26	TOOLS AND LOOSE EQUIPMENT	28
6.27	DELIVERY AND UNLOADING	28
6.28	INCOMPLETE ASSEMBLIES	29
6.29	ASSEMBLY/PREPARATION AT DELIVERY	29
6.30	WORK SITE ACCESS	29
6.31	CANADIAN FORCES SITE REGULATIONS	29
6.32	MARKING	29
6.33	DISPUTE RESOLUTION SERVICES	29
	ANNEX A – REQUIREMENT	30
	ANNEX B – BASIS OF PAYMENT	31
	ANNEX C – PWGSC-TPSGC 1111, CLAIM FOR PROGRESS PAYMENT.	33

PART 1 – GENERAL INFORMATION

1.1 Requirement

- A. The Department of National Defence (DND) has a requirement to procure 5: 20,000L Aircraft Refueller, 6x4 Wheel Drive. The requested delivery date is 240 days from contract award. An option for 4 additional 20,000L Aircraft Refueller, 6x4 Wheel Drive is included for delivery within Canada.
- B. The requirement is detailed under the article entitled Requirement of the resulting contract clauses in Part 6.

1.2 Security Requirements

- A. There is no security requirement associated with this bid solicitation.

1.3 Debriefings

- A. 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.

PART 2 – BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

- A. All instructions, clauses and conditions identified in this document and any of its attachments by number, date, and title are either:
- (i) Set out in the Standard Acquisition Clauses and Conditions (SACC) Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada; or
 - (ii) Included as attachments.

These documents are incorporated by reference and they form part of this document as though they were expressly set out here in full.

- B. 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.
- C. The 2003 (2019-03-04), Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation, with the following modification(s):
- (i) Section 02, Procurement Business Number, is deleted in its entirety;
 - (ii) Section 05, Submission of bids, subsection 4, is amended as follows:

Delete: 60 days
Insert: 120 days
 - (iii) Section 07, Delayed bid, is deleted in its entirety.
 - (iv) Section 08, Transmission by facsimile or by epost Connect, is deleted in its entirety.
 - (v) Section 20, Further information, subsection 2, is deleted in its entirety.

2.2 Submission of Bids

- A. 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.
- B. Due to the nature of the bid solicitation, bids transmitted by facsimile will not be accepted.
- C. Due to the nature of the bid solicitation, bids transmitted by epost Connect will not be accepted.

2.3 Enquiries – Bid Solicitation

- A. All enquiries must be submitted in writing to the Contracting Authority no later than 15 calendar days before the bid closing date. Enquiries received after that time may not be answered.
- B. Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

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

2.5 Improvement of Requirement during Solicitation Period

- A. Should bidders consider that the specifications or Requirement contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 15 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

PART 3 – BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- A. Canada requests that Bidders provide their bid in separately bound sections as follows:
- Section I: Technical Bid: 2 hard copy(ies);
- Section II: Financial Bid: 1 hard copy(ies);
- Section III: Certifications: 1 hard copy(ies); and
- Section IV: Additional Information: 1 hard copy(ies).
- B. Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- C. Canada requests that Bidders follow the format instructions described below in the preparation of their bid:
- (i) Use 8.5 x 11 inch (216 mm x 279 mm) paper; and
 - (ii) Use a numbering system that corresponds to the bid solicitation.
- D. 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:
- (i) 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
 - (ii) 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.

3.2 Section I: Technical Bid

- A. In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.
- B. Bidders must demonstrate their compliance with the attachment to Part 4 entitled Evaluation Criteria of the bid solicitation by providing substantial information describing completely and in detail how the requirement is met or addressed. Bidders must provide with their technical bid, a document indicating clearly where the substantial information for each of the sections identified below can be found.

3.2.1 Substitutes and Alternatives

- A. Bidders may propose substitutes and alternatives where equivalent is indicated in Annex A, Requirement.
- B. Substitutes and alternatives that are equivalent in form, fit, function, quality and performance will be considered for acceptance where the Bidder:
- (i) Clearly identifies a substitute and/or an alternative;
 - (ii) Designates the brand name, model and/or part number of the substitute and/or of the product, where applicable;
 - (iii) States that the substitute product is fully interchangeable with the item specified in the technical requirement description;

- (iv) Provides complete specifications and brochures, where applicable;
 - (v) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the technical requirement description; and
 - (vi) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.
- C. Substitutes and alternatives offered as equivalent in form, fit, function quality and performance will not be considered for acceptance by the Technical Authority if:
- (i) The bid fails to provide all of the information requested to allow the Technical Authority to fully evaluate the equivalency; or
 - (ii) The substitute and/or the alternative fail to meet or fail to exceed the technical requirements specified in the technical requirement description.
- D. Bidders are encouraged to offer or suggest green products whenever possible.

3.3 Section II: Financial Bid

- A. Bidders must submit their financial bid in accordance with the Attachment 1 to Part 3 entitled Pricing Schedule.

3.3.1 Electronic Payment of Invoices – Bid

- A. If you are willing to accept payment of invoices by Electronic Payment Instruments, complete the Attachment 2 to Part 3 entitled Electronic Payment Instruments, to identify which ones are accepted.
- B. If the Attachment 2 to Part 3 entitled Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.
- C. Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.3.2 Exchange Rate Fluctuation

- A. The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

3.4 Section III: Certifications

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

3.5 Section IV: Additional Information

- A. In Section IV of their bid, bidders should provide:
- (i) A completed, signed, and dated Page 1 of this solicitation, or final amendment, as applicable;
 - (ii) The name of the person(s) and associated contact information (title, mailing address, phone number, and e-mail address) authorized by the Bidder to:
 - (a) Enter into communications with Canada with regards to their bid, and any contract that may result from their bid;
 - (b) Coordinate delivery and follow-up; and

- (c) Provide after sales service, maintenance, warranty repairs, and a full range of repair parts for the vehicle/equipment offered.

(iii) Any other information submitted in the bid not already detailed.

3.5.1 Delivery Date(s)

- A. Any delivery date(s) offered will not be included in the evaluation.

3.5.1.1 Firm Goods and/or Services

- A. Delivery of the Firm Goods and/or Services is requested on or before 240 days from date of contract. If a longer delivery period is required, the Bidder must submit the best delivery that could be offered, in the form of either a fixed date or a period of time from contract award. Failure to submit a date or time period will be taken as acceptance of delivery within the requested timeframe.

3.5.1.2 Optional Goods and/or Services

- A. Should an option be exercised for optional quantities, delivery of the Optional Goods and/or Services is requested by 240 days from date of amendment. If a longer delivery period is required, the Bidder must submit the best delivery that could be offered, in the form of a period of time from date of amendment. Failure to submit a time period will be taken as acceptance of delivery within the requested timeframe.

3.5.2 Warranty Period

3.5.2.1 Manufacturer's Standard Warranty Period

- A. Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the vehicle/equipment and its component that exceeds the minimum warranty period of 12 months. Any additional manufacturer's standard warranty such as those derived from the Original Equipment Manufacturer (OEM) for component/subassemblies will form part of the proposed contract.

3.5.2.2 Extended Warranty Period

- A. Canada requests that the Bidder indicate if an extended warranty period is being offered that exceeds the Manufacturer's Standard Warranty Period.
- B. If the Bidder indicates that an extended warranty period is being offered, Canada requests that the Bidder provide details and pricing information of any extended warranty period available for the vehicle/equipment and any ancillary items.
- C. Any extended warranty period offered will not be included in the financial evaluation.

ATTACHMENT 1 TO PART 3 – PRICING SCHEDULE

1. General

- A. Bidders must submit a Firm Unit Price for each Item.
- B. Bidders are requested to complete the following Pricing Schedule and include it in the bid.
- C. All prices and costs must be submitted in Canadian Dollars, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

2. Firm Goods and/or Services

2.1 20,000L Aircraft Refueller, 6x4 Wheel Drive

- A. The Firm Unit Price(s) include(s) associated specifications, and ILS deliverables as per Annex A, Requirement, Delivered Duty Paid (DDP), specified Delivery Point, Incoterms 2010:

Item	Delivery Point	Quantity Required (A)	Firm Unit Price (B)	Sub-Total (C = A x B)
001	CFB Petawawa Petawawa, On	1		\$

Item	Delivery Point	Quantity Required (D)	Firm Unit Price (E)	Sub-Total (F = D x E)
002	CFB Petawawa Petawawa, On	1	\$	

Item	Delivery Point	Quantity Required (G)	Firm Unit Price (H)	Sub-Total (I = G x H)
003	CFB Gagetown Oromocto, NB	1	\$	

Item	Delivery Point	Quantity Required (J)	Firm Unit Price (K)	Sub-Total (L = J x K)
004	CFB Gagetown Oromocto, NB	1	\$	

Item	Delivery Point	Quantity Required (M)	Firm Unit Price (N)	Sub-Total (O = M x N)
005	CFB Esquimalt Victoria, BC,	1	\$	

Sub-Total (P = C + F + I + L + O)	\$
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3. Optional Goods and/or Services

3.1 20,000L Aircraft Refueller, 6x4 Wheel Drive

- A. The Firm Unit Price(s) include(s) associated specifications and ILS deliverables as per Annex A, Requirement, Delivered Duty Paid (DDP), specified Delivery Point, (Shipping Costs excluded in accordance with Annex B), Incoterms 2010:

Item	Quantity of Optional Items (Q)	Firm Unit Price (R)	Total (S = Q x R)
1001	4	\$	\$

4. Price of the Bid

Grand Total (T = P + S)	\$
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ATTACHMENT 2 TO PART 3 – ELECTRONIC PAYMENT INSTRUMENTS

A. The Bidder accepts to be paid by any of the following Electronic Payment Instrument(s):

- () Direct Deposit (Domestic and International);
- () Electronic Data Interchange (EDI);
- () Wire Transfer (International Only).

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.
- B. An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

- A. Mandatory technical evaluation criteria are included in the Attachment 1 to Part 4 entitled Evaluation Criteria.

4.1.2 Financial Evaluation

4.1.2.1 Firm Goods and/or Services

- A. The price of the bid will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) Destination, Incoterms 2010, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

4.1.2.2 Optional Goods and/or Services

- A. The price of the bid will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) Destination (shipping cost extra), Incoterms 2010, Canadian Customs Duties and Excise Taxes included where applicable, and Applicable Taxes are extra.
- B. The shipping cost will not be included in the financial evaluation.

4.2 Basis of Selection – Lowest Evaluated Price, Mandatory Technical Criteria

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

ATTACHMENT 1 TO PART 4 – EVALUATION CRITERIA

See attached document entitled:

“Technical Evaluation Matrix: 20,000L Aircraft Refueller 6x4 Wheel Drive” dated 2019-16-10

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

5.1 General

- A. Bidders must provide the required certifications and additional information to be awarded a contract.
- B. 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.
- C. 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.

5.2 Certifications Required with the Bid

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

5.2.1 Integrity Provisions – Declaration of Convicted Offences

- A. 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.

5.3 Certifications Precedent to Contract Award and Additional Information

- A. 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.

5.3.1 Integrity Provisions – Required Documentation

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

5.3.2 Federal Contractors Program for Employment Equity – Bid Certification

- A. 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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" 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#>).
- B. Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

5.3.3 Product Conformance

- A. The Bidder certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the contract, to all technical specifications of Annex A, Requirement. This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

Signature of Bidder's Authorized Representative

Date

5.3.4 ISO 9001:2015 Quality Management Systems (Quality Assurance Code Q)

- A. The Bidder certifies that it complies, and will continue to comply throughout the duration of the contract, with all of the requirements of the article in Part 6 entitled ISO 9001:2015 Quality Management Systems (Quality Assurance Code Q).

Signature of Bidder's Authorized Representative

Date

PART 6 – RESULTING CONTRACT CLAUSES

6.1 Security Requirements

- A. There is no security requirement applicable to the Contract.

6.2 Requirement

- A. The Contractor must provide the item(s) detailed under the Requirement at Annex A, and the Basis of Payment at Annex B.

6.2.1 Technical Changes, Substitutes, and Alternatives

- A. Any technical changes, substitutes and alternatives proposed by the Contractor must be evaluated for acceptance by the Technical Authority. Any substitutes and alternatives must be equivalent in form, fit, function, quality and performance to what is being replaced and must be at no additional cost to Canada. Substitutes and alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A contract amendment or a completed Design Change/Deviation form will be issued.
- B. Should the Technical Authority not accept the substitute or the alternative and the Contractor is unable to meet the technical requirement, Canada may terminate the contract for default in accordance with the general conditions stated in the contract.

6.2.2 Optional Goods and/or Services

- A. The Contractor grants to Canada the irrevocable option to acquire the goods, services, or both described at Annex A, Requirement and Annex B, Basis of Payment, of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.
- B. Upon request, the Contractor must submit a quote for the Shipping Costs of Optional Goods, in the quantity and to the destination(s) specified by the Contracting Authority. Canada reserves the right to negotiate this price.
- C. The Contracting Authority may exercise the option within 12 months after contract award by sending a written notice to the Contractor.
- D. The option may be exercised in whole or in part or in more than one occasion, up to the maximum quantity identified in Annex B, Basis of Payment.
- E. The Contractor must advise the Technical Authority and Contracting Authority of any design updates that could affect the procurement of additional vehicles/equipment.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

- A. [2010A](#) (2018-06-21), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract, with the following modification:
- (i) Article 01, Interpretation, definition of "Canada", "Crown", "Her Majesty" or "the Government", is deleted in its entirety and replaced with the following:

"Canada", "Crown", "Her Majesty" or "the Government"
means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister.

- (ii) Article 09, Warranty, subsections 1 and 2 are deleted in their entirety and replaced with the following:
1. Despite inspection and acceptance of the Work by or on behalf of Canada and without restricting any provisions of the Contract or any condition, warranty or provision imposed by law, the Contractor, if requested by Canada to do so, must replace, repair or correct, at its own option and expense any work that becomes defective or fails to conform to the requirements of the Contract, where applicable. The warranty period will be [time period to be detailed in the resulting contract], after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.
 2. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.
 3. If action to effect repairs under warranty cannot be initiated within 2 working days and completed within a reasonable time period, or if the Contractor has no repair facilities in the immediate vicinity (within 150 kilometers) of the specified delivery destinations, Canada reserves the right to make the repairs and be reimbursed by the Contractor at the rate of \$103.91 per hour and the cost for replaced parts.
 4. All other provisions of the warranty section remain in effect.

6.3.2 Use and Translation of Written Material

- A. Unless provided otherwise in the Contract, copyright in any written material used, produced or delivered under the Contract belongs to its author or rightful owner. Canada has the right to use, copy and disclose, for government purposes, the written material related to the Work that is delivered to Canada.
- B. If the Contract does not require the delivery of any written material in both of Canada's official languages, Canada may translate the written material into the other official language. The Contractor acknowledges that Canada owns the rights on the translation and that Canada is under no obligation to provide the translation to the Contractor. Canada agrees that any translation must include any copyright and any proprietary right notice that was part of the original. Canada acknowledges that the Contractor is not responsible for any technical errors or other problems that may arise as a result of the translation.

6.4 Term of Contract

6.4.1 Delivery Dates

- A. All the deliverables must be received on or before the date(s) specified in Annex B of the Contract.

6.4.2 Delivery Points

- A. Delivery of the requirement must be made to delivery point(s) specified at Annex B of the Contract.

- B. If an option is exercised, the Contractor must, at Canada's sole discretion, deliver the optional goods to delivery point(s) specified at Annex B of the Contract.
- C. The Contractor must deliver the goods by appointment only. The Contractor is responsible for contacting the Technical Authority in advance of shipping to obtain the contact information for the delivery point(s). The Contractor or its carrier must arrange delivery appointments by contacting the delivery point(s). All equipment delivered to the consignee are to be delivered between the hours of 8:00 am and 4:00 pm local time Monday through Friday, except Federal holidays. Any attempt by the carrier to deliver equipment before or after these hours may be refused unless arrangements have been made for authorized, qualified personnel to be available to perform inspections and to accept the delivery. The consignee(s) may refuse shipments when prior arrangements have not been made. When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable to pay for additional costs.

6.5 Authorities

6.5.1 Contracting Authority

- A. The Contracting Authority for the Contract is:

Name: Joe Shepstone
Title: Procurement Officer
Position: DLP 5-3-4-3
Address: Department of National Defence Headquarters
101 Colonel By Drive
Ottawa, Ontario, K1A 0K2
Telephone: 819-939-3040
E-mail: victor.shepstone@forces.gc.ca

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

6.5.2 Technical Authority

- A. The Technical Authority for the Contract is:

Name: _____
Title: _____
Position: _____
Address: Department of National Defence Headquarters
101 Colonel By Drive
Ottawa, Ontario, K1A 0K2
Telephone: _____
E-mail: _____

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

6.5.3 Quality Assurance Authority

A. The Quality Assurance Authority for the Contract is:

Name: _____
Title: _____
Position: _____
Address: Department of National Defence Headquarters
101 Colonel By Drive
Ottawa, Ontario, K1A 0K2
Telephone: _____
E-mail: _____

B. Director Quality Assurance (DQA) is the Quality Assurance Authority of the Department of National Defence. DQA is responsible to monitor the Contractor Quality Management System to provide assurance that the Contractor has the ability to fulfill the quality requirements in the Contract.

6.5.3 Contractor's Representative

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

6.5.4 After-Sales Service

A. The following dealer(s) and/or agent(s) is (are) authorized to provide after sales service, maintenance, and warranty repairs; and a full range of repair parts for the vehicle/equipment offered:

(i) CFB Petawawa, On

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

(ii) CFB Gagetown, NB

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

(iii) CFB Esquimalt, BC

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

6.6 Payment

6.6.1 Basis of Payment

6.6.1.1 Basis of Payment (Firm Goods and/or Services)

A. For the Work described in the Requirement at Annex A, and the Basis of Payment at Annex B:

- (i) In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid firm unit price(s), as specified in Annex B for a cost of \$[amount to be detailed in the resulting contract]. Customs duties are included and Applicable Taxes are extra.

6.6.1.2 Basis of Payment (Optional Goods and/or Services)

A. Firm prices in Canadian dollars, Delivered Duty Paid (DDP) at Destination (Shipping Cost, and Travel and Living Expenses extra in accordance with Basis of Payment), Incoterms 2010, Canadian Custom Duties and Excise Taxes included where applicable, and Applicable Taxes are extra; as specified in Annex B – Basis of Payment.

- i) The Contractor will be reimbursed the actual Shipping Cost from the Contractor's Canadian facility or the Contractor's Canadian distribution point to the final destination without any allowance for profit and/or administrative overhead, in Canadian dollars and Applicable Taxes extra.
- ii) 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 (<http://www.njc-cnm.gc.ca/directive/d10/en>), 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.
 - a) All travel must have the prior authorization of the Contracting Authority.
 - b) All payments are subject to government audit.
 - c) Estimated Cost: \$[Cost to be detailed at the time of amendment].

6.6.2 Limitation of Price

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

6.6.3 Milestone Payments

- A. Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract if:
- (i) an accurate and complete claim for payment using [PWGSC-TPSGC 1111](#), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) all the certificates appearing on form [PWGSC-TPSGC 1111](#) have been signed by the respective authorized representatives;
 - (iii) all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

6.6.3.1 Schedule of Milestones

A. The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone No.	Description	Firm Amount	Documentation required for invoicing
1	Receipt of chassis(s) at the Contractor's Facility	30% of Firm Unit Price per Annex B – Item 001 to 005 and 1001	a) <u>Claim for Progress Payment</u> form, Annex C b) VIN
2	Receipt of tank(s) at the Contractor's Facility	10 % of Firm Unit Price per Annex B – Item 001 to 005 and 1001	a) <u>Claim for Progress Payment</u> form, Annex C b) Serial Number
3	Receipt of vehicle(s) at the DND delivery point	50 % of Firm Unit Price per Annex B – Item 001 to 005 and 1001	a) <u>Claim for Progress Payment</u> form, Annex C b) VIN & Serial Number
4	Delivery and acceptance of ILS Deliverables (includes Operator and Maintainer Training)	10% of Firm Unit Price per Annex B – Item 001 to 005 and 1001	a) <u>Claim for Progress Payment</u> form, Annex C b) Training certificate

6.7 Invoicing

6.7.1 Invoicing Instructions

- A. The Contractor must submit a claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment.
- i) Each claim must show:
 - a. all information required on form [PWGSC-TPSGC 1111](#);
 - 1) The serial number(s), or a copy of the New Vehicle Information Statement (NVIS) containing the Vehicle Identification Number(s) (VIN);
 - 2) A copy of proof(s) of training;

- 3) A copy of the release document and any other documents as specified in the Contract;
 - 4) A copy of invoices or receipts for Shipping Costs.
 - 5) Original copies of the invoices, receipts, vouchers for all direct expenses, and all Travel and Living Expenses.
- b. all applicable information detailed under the section entitled "Invoice Submission" of the general a list of all expenses;
 - c. the description and value of the milestone claimed as detailed in the Contract.
- B. The Contractor must prepare and certify one original and two (2) copies of the claim on form [PWGSC-TPSGC 1111](#), and forward it to the Inspection Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place. The Inspection Authority will then forward the original and two (2) copies of the claim to the Contracting Authority for certification and payment.
- C. The Contractor must not submit claims until all work identified in the claim is completed.

6.7.2 Electronic Payment of Invoices

- A. The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):
- (i) Direct Deposit (Domestic and International);
 - (ii) Electronic Data Interchange (EDI); and
 - (iii) Wire Transfer (International Only).

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws

- A. The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario [**or as specified by the bidder in its bid, if applicable**].

6.10 Priority of Documents

- A. 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:
- (i) The Articles of Agreement;
 - (ii) The General Conditions [2010A](#) (2018-06-21), General Conditions - Goods (Medium Complexity);
 - (iii) Annex A, Requirement;

- (iv) Annex B, Basis of Payment;
- (v) Annex C, Claim for Progress; and
- (v) the Contractor's bid dated [date to be specified in the resulting contract], as clarified on [date to be specified in the resulting contract, if required], and as amended on [date to be specified in the resulting contract, if required].

6.11 Defence Contract

- A. The Contract is a defence contract within the meaning of the Defence Production Act, R.S.C. 1985, c. D-1 (<http://laws-lois.justice.gc.ca/eng/acts/d-1/>), and must be governed accordingly.
- B. Title to the Work or to any materials, parts, work-in-process or finished work must belong to Canada free and clear of all claims, liens, attachments, charges or encumbrances. Canada is entitled, at any time, to remove, sell or dispose of the Work or any part of the Work in accordance with section 20 of the Defence Production Act.

6.12 Insurance – No Specific Requirement

- A. The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

6.13 Inspection and Acceptance

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

6.14 Post-Contract Award Meeting

- A. Within 10 days of the date of Contract, the Contractor must contact the Contracting Authority to determine if a post-contract award meeting is required. A meeting will be convened at the discretion of the Contracting Authority to review technical and contractual requirements. The Contractor must prepare and distribute the minutes of the meeting within 5 calendar days after the completion of the meeting. The meeting will be held at the Contractor's facility, at a Department of National Defence facility, or via teleconference at Canada's discretion at no additional cost to Canada, with representatives of the Contractor, the Department of National Defence, and, if applicable, Public Works and Government Services Canada.

6.15 ISO 9001:2015 Quality Management Systems – Requirements (Quality Assurance Code Q)

- A. In the performance of the Work described in the Contract, the Contractor must comply with the requirements of *ISO 9001:2015 - Quality management systems - Requirements*, published by the International Organization for Standardization (ISO), current edition at date of submission of Contractor's bid.
- B. It is not intended that the Contractor be registered to ISO 9001; however, the Contractor's quality management system must address all requirements appropriate to the scope of the Work. Only exclusions in accordance with clause 1.2 of ISO 9001 are acceptable.

6.15.1 Assistance for Government Quality Assurance (GQA)

- A. The Contractor must provide the Quality Assurance Representative (QAR) with the accommodation and facilities required for the proper accomplishment of GQA and must provide any assistance required by the QAR for evaluation, verification, validation, documentation or release of product.
- B. The QAR must have the right of access to any area of the Contractor's or subcontractor's facilities where any part of the Work is being performed. The QAR must be afforded unrestricted opportunity to evaluate and verify Contractor conformity with quality system procedures and to validate product conformity with the requirements of the Contract. The Contractor must make available for reasonable use by the QAR the equipment necessary for all validation purposes. Contractor personnel must be made available for operation of such equipment as required.
- C. When the QAR determines that GQA is required at a subcontractor's facilities, the Contractor must provide for this in the purchasing document and forward copies to the QAR, together with relevant technical data as the QAR may request.
- D. The Contractor must notify the QAR of non-conforming product received from a subcontractor when the product has been subject to GQA.
- E. For the design, development or maintenance of software, the Contractor must interpret the requirements of *ISO 9001:2015 "Quality management systems - Requirements"*, according to the guidelines of the latest issue (at contract date) of *ISO/IEC 90003:2014 "Software engineering - Guidelines for the application of ISO 9001:2008 to computer software"*.

6.16 Quality Plan

- A. No later than 30 days after the effective date of the Contract, the Contractor must submit for acceptance by the Department of National Defence (DND) a Quality Plan prepared according to the latest issue (at contract date) of *ISO 10005:2005 "Quality management systems - Guidelines for quality plans"*. The Quality Plan must describe how the Contractor will conform to the specified quality requirements of the Contract and specify how the required quality activities are to be carried out, including quality assurance of subcontractors. The Contractor must include a traceability matrix from the elements of the specified quality requirements to the corresponding paragraphs in the Quality Plan.
- B. The documents referenced in the Quality Plan must be made available when requested by DND.
- C. If the Quality Plan was submitted as part of the bidding process, the Contractor must review and, where appropriate, revise the submitted plan to reflect any changes in requirements or planning which may have occurred as a result of pre-contract negotiations.
- D. Upon acceptance of the Quality Plan by DND, the Contractor must implement the Quality Plan. The Contractor must make appropriate amendments to the Quality Plan throughout the term of the contract to reflect current and planned quality activities. Amendments to the Quality Plan must be acceptable to DND.
- E. If the Contract includes the option for software design, development or maintenance of software, the Contractor must interpret the requirements of *ISO 9001:2008 "Quality management systems - Requirements"*, according to the guidelines of the latest issue (at contract date) of *ISO/IEC 90003:2004 "Software engineering - Guidelines for the application of ISO 9001:2000 to computer software"*.

One of the following options will be inserted in the resulting contract, as applicable:

Option 1: When the contract is to be with a Canadian-based supplier; or

6.17 Quality assurance authority (Department of National Defence): Canadian-based contractor

- A. All work is subject to Government Quality Assurance performed at the Contractor's or subcontractor's facility, and at the installation site, by the Director of Quality Assurance, or it's designated Quality Assurance Representative (QAR):

Director of Quality Assurance (DQA)
National Defence Headquarters
MGen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca

- B. Within 48 hours of contract award, the Contractor must contact the QAR. The name, location and phone number of the QAR can be obtained from the nearest National Defence Quality Assurance Region (NDQAR) listed below:
- Atlantic - Halifax: 902-427-7224 or 902-427-7150
Quebec - Montreal: 514-732-4401 or 514-732-4477
Quebec - Quebec City: 418-694-5996
National Capital Region - Ottawa: 819-939-8605 or 819-939-8608
Ontario - Toronto: 416-635-4404, ext. 6081 or 2754
Ontario - London: 519-964-5757
Manitoba/Saskatchewan - Winnipeg: 204-833-2500, ext. 6574
Alberta - Calgary: 403-410-2320, ext. 3830
Alberta - Edmonton: 780-973-4011, ext. 2276
British Columbia - Vancouver: 604-225-2520, ext. 2460
British Columbia - Victoria: 250-363-5662
- C. The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the material or services provided conform to the requirements of the Contract.
- D. The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.
- E. Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for three years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

Option 2: When the contract is to be with a foreign-based supplier.

6.17 Quality Assurance Authority (Department of National Defence): Foreign-based and United States Contractor

- A. All work is subject to Government Quality Assurance performed at the Contractor's or subcontractor's facility, and at the installation site, by the Director of Quality Assurance, or it's designated Quality Assurance Representative (QAR).
- Director of Quality Assurance
National Defence Headquarters
Major-General George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca
- B. If the Contractor has not been contacted by the QAR performing GQA in the Contractor's facility or area within 45 working days of award of the Contract, the Contractor must notify the Contracting Authority.
- C. Where no official arrangements for mutual GQA have been concluded, the Department of National Defence will arrange for the GQA services to be conducted by a National Quality Assurance Authority acceptable to the Director of Quality Assurance. If the GQA services must be provided on a cost-recovery basis, the costs for the services must be accrued against the Contract and be discharged through separate invoicing.

- D. The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the material or services provided conform to the requirements of the Contract.
- E. The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.
- F. Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for 3 years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

6.18 Quality Assurance Document

- A. The Contractor must ensure that a packing note and copies of the quality assurance document accompany each shipment. They must be enclosed in a waterproof envelope fastened to the last package of the shipment or inside the last package, which is to be marked to indicate the enclosures. In the case of a carload shipment, they must be fastened to the inside door frame of the railway car.

One of the following options will be inserted in the resulting contract, as applicable:

Option 1: When the contract is to be with a Canadian-based supplier; or

6.19 Release documents (Department of National Defence): Canadian-based contractor

- A. Unless otherwise directed by the Department of National Defence (DND) Quality Assurance Authority, the signature of the DND Quality Assurance Representative on the release document is not required.
- B. Material must be released for shipment using either DND form CF 1280, Certificate of Release, Inspection and Acceptance, or a release document containing the same information. The Contractor must prepare the release document(s).
- C. For return of repair and overhaul material to the Defence Supply Chain, use forms DND 2227/DND 2228 in lieu of DND form CF 1280.

Option 2: When the contract is to be with a United States-based supplier; or

6.19 Release Documents (Department of National Defence): United States-based Contractor

- A. Material must be released for shipment using a DD Form 250, Material Inspection and Receiving Report, or a release document containing the same information and acceptable to the Quality Assurance Representative. The Contractor must prepare the release document(s).

Option 3: When the contract is to be with a foreign-based supplier.

6.19 Release Documents (Department of National Defence): Foreign-based Contractor

- A. Material must be released for shipment using a Certificate of Conformity in accordance with NATO STANAG 4107 which must be prepared by the Contractor.

6.20 Release Documents - Distribution

- A. The Contractor must prepare the release documents in a current electronic format and distribute them as follows:
 - (i) 1 copy mailed to consignee marked: "Attention: Receipts Officer";
 - (ii) 2 copies with shipment (in a waterproof envelope) to the consignee;
 - (iii) 1 copy to the Contracting Authority;

(iv) 1 copy to:

National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A OK2
Attention: **[Contact information to be detailed in the resulting contract]**

(v) 1 copy to the Quality Assurance Representative;

(vi) 1 copy to the Contractor; and

(vii) For all non-Canadian contractors, 1 copy to:

DQA/Contract Administration
National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A OK2

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

6.21 Material

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

6.22 Interchangeability

A. Unless changes during the production run are authorized by the Contracting Authority, all vehicles/equipment supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

6.23 Recall Notices

A. All recall notices must be forwarded to the Technical Authority identified in this Contract.

6.24 Packaging

A. The methods used for preservation and packaging must be in conformity with the Contractor's normal standard for domestic shipment or, if necessary, with standards for overseas shipment as below deck cargo.

6.25 Preparation for Delivery

A. The equipment must be serviced, adjusted and delivered in condition for immediate use. The equipment must be cleaned before leaving the factory and being released to Inspection Authority or consignee personnel at the final delivery point.

6.26 Tools and Loose Equipment

A. For shipment verification, all items and tools, which are shipped loose with the vehicle/equipment must be listed on the Inspection Certificate (CF1280) or on an attached packing note.

6.27 Delivery and Unloading

A. Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility.

- B. When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel.
- C. At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel.

6.28 Incomplete Assemblies

- A. The Contractor must not ship incomplete assemblies unless the authorization for such shipment has been obtained from the Contracting Authority.

6.29 Assembly/Preparation at Delivery

- A. The Contractor must send a Service Representative to each delivery destination to perform the assembly/preparation on all vehicles/equipment delivered. Cost to provide this service must be included in the price of each vehicle/equipment.

6.30 Work Site Access

- A. Authorized representatives of Canada must have access to any site where any part of the Work is being carried out at any time during working hours to make examinations and such tests of the Work as they may think fit.

6.31 Canadian Forces Site Regulations

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

6.32 Marking

- A. The Contractor must ensure that the manufacturer's name and part number are clearly stamped or etched on each item for positive identification purposes.

6.33 Dispute Resolution Services

- A. The parties understand that the Procurement Ombudsman appointed pursuant to subsection 22.1 (1) of the Department of Public Works and Government Services Act will, on request of a party, provide a proposal for an alternative dispute resolution process to resolve any dispute arising between the parties respecting the interpretation or application of a term or condition of this contract. The parties may consent to participate in the proposed alternative dispute resolution process and to bear the cost of such process. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.he Contractor must comply with all standing orders or other regulations, instructions, and directives in force on the site where the Work is performed.

ANNEX A – REQUIREMENT

See attached document(s) entitled:

“Purchase Description for 20,000L Aircraft Refueller, 6x4 Wheel Drive”

ANNEX B – BASIS OF PAYMENT

1. General

A. All prices, rates, and costs are in Canadian Dollars, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

2. Firm Goods and/or Services

2.1 20,000L Aircraft Refueller, 6x4 Wheel Drive

A. The Firm Unit Price(s) include(s) associated specifications, and ILS deliverables as per Annex A, Requirement, Delivered Duty Paid (DDP), specified Delivery Point, Incoterms 2010:

Item	Delivery Point	Delivery Date	Make / Model	Quantity Required	Firm Unit Price
001	CFB Petawawa Petawawa, On	[Date to be detailed in the resulting contract]	[To be added in the resulting contract]	1	[\$[Cost to be detailed in the resulting contract]

Item	Delivery Point	Delivery Date	Make / Model	Quantity Required	Firm Unit Price
002	CFB Petawawa Petawawa, On	[Date to be detailed in the resulting contract]	[To be added in the resulting contract]	1	[\$[Cost to be detailed in the resulting contract]

Item	Delivery Point	Delivery Date	Make / Model	Quantity Required	Firm Unit Price
003	CFB Gagetown Oromocto, NB	[Date to be detailed in the resulting contract]	[To be added in the resulting contract]	1	[\$[Cost to be detailed in the resulting contract]

Item	Delivery Point	Delivery Date	Make / Model	Quantity Required	Firm Unit Price
004	CFB Gagetown Oromocto, NB	[Date to be detailed in the resulting contract]	[To be added in the resulting contract]	1	[\$[Cost to be detailed in the resulting contract]

Item	Delivery Point	Delivery Date	Make / Model	Quantity Required	Firm Unit Price
005	CFB Esquimalt Victoria, BC,	[Date to be detailed in the resulting contract]	[To be added in the resulting contract]	1	[\$[Cost to be detailed in the resulting contract]

3. Optional Goods and/or Services

3.1 20,000L Aircraft Refueller, 6x4 Wheel Drive

A. The Firm Unit Price(s) include(s) associated specifications, and ILS deliverables as per Annex A, Requirement, Delivered Duty Paid (DDP), specified Delivery Point, (Shipping Costs excluded in accordance with Annex B), Incoterms 2010:

Item	Delivery Date	Quantity of Optional Items	Make / Model	Firm Unit Price
1001	[Date to be specified at the time of amendment]	Quantity [number of items to be inserted at the time of amendment]	[To be added in the resulting contract]	[\$[Cost to be detailed in the resulting contract]

3.2 Shipping Costs

A. The Contractor will be reimbursed for the actual shipping costs of the following Item(s) to the specified Delivery Point(s) without any allowance for profit and/or administrative overhead:

Item	Delivery Point	Quantity of Optional Items	Firm Unit Price - Shipping	Total Shipping
1002	[Canadian location to be specified at the time of amendment]	Quantity [number of items to be inserted at the time of amendment]	[\$[Cost to be detailed at the time of amendment]	[\$[Cost to be detailed at the time of amendment]

3.3 Travel and Living Expenses

B. The Contractor will be reimbursed for the actual travel and living expenses associated with delivering familiarization training without any allowance for profit and/or administrative overhead:

Item	Delivery Point	Travel and Living Expenses
1003	[Canadian location to be specified at the time of amendment]	[\$[Estimate to be detailed at the time of amendment]

ANNEX C – PWGSC-TPSGC 1111, Claim for Progress Payment.

See attached document: PWGSC-TPSGC 1111, Claim for Progress Payment (2014-11).

ATTACHEMENT 1 TO PART 4 - EVALUATION CRITERIA

Technical Evaluation Matrix

Title:

**20,000L AIRCRAFT REFUELLER
6x4 Wheel drive**

Date:

2019-16-10

Technical Evaluation Matrix
20,000L AIRCRAFT REFUELLER 6x4 Wheel drive

Bidder Information

Bidder Name: _____

Proposal Date: _____

Proposed Make and Model: _____

Technical Mandatory Criteria			
PD Reference	PD Requirement	Bid Evaluation Requirement	Location in Bid Proposal
3.1 b)	Industry Acceptability - The vehicle design <i>must</i> have demonstrated industry acceptability by having been manufactured and sold commercially for at least 2 year, or be manufactured by a company that has at least 5 years' experience in design and manufacturing of a comparable type of equipment of equivalent or greater complexity.	Substantive Information.	
3.3.2 a)	Transport Canada Registration The contractor/subcontractor <i>must</i> be registered with Transport Canada for the manufacture and assembly of TC 406 – Highway and Portable Tanks for the Transportation of Dangerous Goods pursuant to CSA B620 standard.	The bidder <i>must</i> provide proof of certification.	
3.4.3 a)	Dimensions The vehicle <i>must</i> have road legal dimensions across Canada.	The bidder <i>must</i> provide general drawings of the proposed vehicle exterior.	
3.13 a)	Product Tank Equipment The product tank <i>must</i> have a capacity of at least 20,000 litres plus an additional 3% allowance for expansion.	Substantive Information.	
3.14 b)	Filtration The filtration system <i>must</i> be designed, manufactured, and qualified in accordance with the latest requirements of EI SPEC 1581, Category M and M100, using a single make/model for the coalescer and separator.	Substantive Information.	

3.15 a)	Additive Injection System The Gammon Technical Products Digital Viper additive injection system part #GTP-9076DF-12VDC-100 must be provided, to inject the high temperature thermal stability additive NATO S-1749, commonly known as "+100", at a rate of 256 parts per million parts fuel.	Substantive Information.	
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Proposed Equivalents			
PD Reference	PD Requirement	Bid Evaluation Requirement	Location in Bid Proposal



PURCHASE DESCRIPTION FOR

20,000L Aircraft Refueller, 6x4 Wheel Drive

NOTICE



This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

BPR : DAPVS 5 – OPI : DSVPM 5

Publiée avec l'autorisation du chef d'état-major de la Défense

Issued on Authority of the Chief of the Defence Staff

Contents

1.0	SCOPE	4
1.1	SCOPE	4
1.2	INSTRUCTIONS	4
1.3	DEFINITIONS	4
2.0	APPLICABLE DOCUMENTS	5
2.1	OTHER PUBLICATIONS	5
3.0	REQUIREMENTS	6
3.1	STANDARD DESIGN	6
3.2	OPERATING CONDITIONS	6
3.3	SAFETY STANDARDS	6
3.4	VEHICLE PERFORMANCE, RATING AND DIMENSIONS	7
3.5	CAB AND CHASSIS	7
3.6	ENGINE	8
3.7	POWER TRAIN	9
3.8	BRAKING SYSTEM	9
3.9	STEERING	10
3.10	WHEELS, RIMS AND TIRES	10
3.11	EQUIPMENT PERFORMANCE	10
3.12	OVERFILL PROTECTION	11
3.13	PRODUCT TANK EQUIPMENT	11
3.14	FILTRATION	13
3.15	ADDITIVE INJECTION SYSTEM	13
3.16	DELIVERY EQUIPMENT	14
3.17	RECIRCULATION	15
3.18	OTHER EQUIPMENT	15

3.19 BODY	16
3.20 PUMPING CONTROLS	16
3.21 PUMPING INSTRUMENTS	17
3.22 ELECTRICAL SYSTEM	18
3.23 LIGHTING	18
3.24 DATA MANAGEMENT SYSTEM (DMS)	19
3.25 DELIVERY SLIP PRINTER	19
3.26 CONTROLS	19
3.27 INSTRUMENTS	19
3.28 PAINT	20
3.29 CORROSION PROTECTION	20
3.30 WARNING AND INSTRUCTION PLATES	20
3.31 VEHICLE IDENTIFICATION	21
4.0 INTEGRATED LOGISTIC SUPPORT	22
4.1 VEHICLE MANUALS	22
4.2 WARRANTY LETTER	23
4.3 OTHER ILS DELIVERABLES TO TECHNICAL AUTHORITY	24
4.4 SAFETY RECALLS AND SERVICING DATA	25
4.5 TRAINING	25
4.6 TRAINING VIDEO	26

1.0 **SCOPE**

1.1 **Scope**

- a) This Purchase Description describes the requirements for a 6x4, aircraft refueller tank truck with a capacity of 20,000 litres. The vehicle will be used for NATO F-34 (JP-8) and NATO F-37 (JP-8+100) refuelling and defueling operations. The vehicles will incorporate pumping, filtration, metering, and overfill protection.

1.2 **Instructions**

- a) Requirements, which are identified by the word “**must**”, are mandatory. Deviations will not be permitted.
- b) Requirements identified with a “will” define actions to be performed by Canada and require no action/obligation on the Contractor’s part.
- c) Where “**must**” or “will” are not used, the information supplied is for guidance only.
- d) In this document “provided” **must** mean “provided and installed”.
- e) Where a technical certification is referred to in this specification, a copy of the certification or an acceptable Proof of Compliance **must** be supplied for the vehicle when requested by the Technical Authority.
- f) Metric measurements are used to define the requirement. Other measurements are for reference only and may not be exact conversions.

1.3 **Definitions**

- a) “**Equivalent**” - Substitutes and alternatives that are equivalent in product, performance or a standard will be considered for acceptance by the Technical Authority where Substantive Information proving the equivalency for the respective requirement is provided for evaluation.
- b) “**Vehicle**” – The entire vehicle including all systems and sub-systems, in a complete manufactured state in accordance with the requirements in this Purchase Description.
- c) “**Road Legal**” – Applies to a self-propelled vehicle designed for or capable of transporting persons, property, material or permanently or temporarily affixed apparatus on a highway.
- d) “**5th percentile adult female**” – As defined in the *Motor Vehicle Safety Regulations (C.R.C., c. 1038)* a person having as physical characteristics a mass of 46.3 kg, height of 1499 mm, erect sitting height of 785 mm, normal sitting height of 752 mm, hip sitting breadth of 325 mm, hip sitting circumference of 925 mm, waist sitting circumference of 599 mm, chest depth of 191 mm, bust circumference of 775 mm, chest upper circumference of 757 mm, chest lower circumference of 676 mm, knee height of 455 mm, popliteal height of 356 mm, elbow rest height of 180 mm, thigh clearance height of 104 mm, buttock-to-knee length of 518 mm, buttock-to-popes length of 432 mm, elbow-to-elbow breadth of 312 mm and seat breadth of 312 mm.
- e) “**95th percentile adult male**” – As defined in the *Motor Vehicle Safety Regulations (C.R.C., c. 1038)* a person having as physical characteristics a mass of 97.5 kg, height of 1849 mm, erect sitting height of 965 mm, normal sitting height of 930 mm, hip sitting breadth of 419 mm, hip sitting circumference of 1199 mm, waist sitting circumference of 1080 mm, chest depth of 267 mm, chest circumference of 1130 mm, knee height of 594 mm, popliteal height of 490 mm, elbow rest height of 295 mm, thigh clearance height of 175 mm, buttock-to-knee length of 640 mm, buttock-to-popes length of 549 mm, elbow-to-elbow breadth of 506 mm and seat breadth of 404 mm.

- f) **“Gross Axle Weight Rating (GAWR)”** - The value specified by the vehicle manufacturer as the load-carrying capacity of a single axle system, as measured at the tire-ground interfaces.
- g) **“Gross Vehicle Weight Rating (GVWR)”** - The value specified by the vehicle manufacturer as the loaded weight of a single vehicle.

2.0 APPLICABLE DOCUMENTS

2.1 Other Publications

- a) The following documents form part of this Purchase Description. The dates of issue are those in effect on the date of release of the RFP. Sources are as shown:

Canadian Occupational Health and Safety Regulations (COHSR)

Motor Vehicle Safety Regulation (MVSr)

CAN/CGSB Standard 3.517 - Diesel Fuel

CAN/CGSB Standard 3.23 - Aviation Turbine Fuel (Grades JET A and JET A-1)

NATO STANAG 4362 - Fuels for Future Ground Equipment Using Compression Ignition or Turbine Engines

EI Specification 1581 - Specifications and qualification procedures for aviation jet fuel filter separators

EI 1529 – Aviation fuelling hose and hose assemblies

CSA B620 - Highway Tanks and Portable Tanks for the Transportation of Dangerous Goods

CSA B836 - Storage, Handling, and Dispensing of Aviation Fuels at Aerodromes

CSA B621 – Selection and Use of Highway Tanks, TC Portable Tanks, and Other Large Containers for the Transportation of Dangerous Goods, Classes 3,4,5,6,1,8 and 9

CSA C22.2 No. 42-10 – General use receptacles, attachment plugs, and similar wiring devices

NFPA 385 - Tank Vehicles for Flammable and Combustible Liquids

NFPA 407 - Standard for Aircraft Fuel Servicing

SAE ARP5818 – Design and Operation of Aircraft Refueling Tanker Vehicles

Commercial Item Description A-A-50696 - Reels, Static Discharge, Grounding, 50 and 75 Foot_Cable Lengths

API RP 1004 - Bottom Loading and Vapor Recovery for MC-306 & DOT-406 Tank Motor Vehicles

Measurement Canada Weights and Measures Act (R.S., 1985, c. W-6)

ISO 6966-2 Aircraft ground equipment – Basic requirements – Part 2: Safety requirement

3.0 **REQUIREMENTS**

3.1 **Standard Design**

- a) **Latest Model** - The vehicle design **must** be the manufacturer's latest model.
- b) **Industry Acceptability** - The vehicle design **must** have demonstrated industry acceptability by having been manufactured and sold commercially for at least 2 year, or be manufactured by a company that has at least 5 years' experience in design and manufacturing of a comparable type of equipment of equivalent or greater complexity.
- c) **Engineering Certification** - Original manufacturers engineering certification **must** be provided upon request for major drive train components, and major equipment systems and assemblies, to demonstrate that assemblies are used within their design limitations.
- d) **Regulations** – The vehicle **must** conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture. International equivalent laws, regulations, and industrial standards will be accepted only if certified for equivalency by a professional engineer.
- e) **Published Ratings** - The vehicle **must** have system and component capacities equivalent to published ratings (i.e. product or component brochures).
- f) **Standard Components** - The vehicle **must** include all standard components, equipment and accessories for the model offered, although they may not be specifically described in this Purchase Description.
- g) **Spare Parts** - The manufacturer **must** select components readily available for a minimum period of ten (10) years from the date of manufacture.

3.2 **Operating Conditions**

3.2.1 **Weather**

- a) The vehicle **must** operate under the extremes of weather conditions found in Canada in temperatures ranging from -40 to 37° C (-40 to 99° F).

3.2.2 **Terrain**

- a) The unladen or fully laden vehicle **must** be capable of being operated on gravel roads, taxiways, and primary and secondary roads. Terrain conditions **must** include year round operations on snow, mud, swamp, sand and ice.

3.3 **Safety Standards**

3.3.1 **Vehicle Safety Regulations**

- a) The vehicle **must** comply with the Motor Vehicle Safety Regulations (MVSR).
- b) The completed vehicle **must** have Safety Compliance Certification Label with a National Safety Mark (NSM), as a seal of compliance **or** be accompanied by a Vehicle Import Form containing proof of Inspection by the Registrar of Imported Vehicles.
- c) The vehicle **must** meet the requirements of NFPA 385, NFPA 407, CSA B620, CSA B836, CSA B621, EI 1529, EI 1581, SAE ARP5818 and all other relevant standards normally used by industry.

- d) The vehicle **must** be certified to CSA B620, TC 406 standard.
- e) The product tank, pumping, filtration, metering, delivery and piping equipment supplied **must** be compatible with NATO F-34 (JP-8) and NATO F-37 (JP-8+100) fuel.
- f) The vehicle **must** meet the requirement of the Weights and Measures Act (R.S., 1985, c. W-6)

3.3.2 Transport Canada Registration

- a) The contractor/subcontractor **must** be registered with Transport Canada for the manufacture and assembly of TC 406 – Highway and Portable Tanks for the Transportation of Dangerous Goods pursuant to CSA B620 standard.

3.3.3 Human Engineering and Safety

- a) The vehicle, all systems, and components **must** comply with the relevant sections of the COHSR and **must** be manufactured/assembled for safety and ease of use by CAF users with anthropometric characteristic measurements ranging from 95th percentile male to 5th percentile female; and
- b) The vehicle, all systems, and components **must** be equipped, with warning and instruction plates, non-slip walking surfaces and heat shields, for operator safety.

3.4 Vehicle Performance, Rating and Dimensions

3.4.1 Performance

- a) The vehicle, at GVWR, **must** sustain a forward speed of at least 100 km/h and a cruising speed of at least 95 km/h.

3.4.2 Weights Ratings

- a) The GVWR of the vehicle **must** not be less than the sum of the unloaded vehicle mass, the cargo carrying capacity, and the product obtained by multiplying the designated seating capacity by 68kg as defined in the *Motor Vehicle Safety Regulations (C.R.C., c. 1038)*.
- b) Each GAWR **must** be equal to or less than the load rating of the weakest component in the axle system, i.e., axle housing, suspension, wheels, or tires.
- c) The total load on each axle of the vehicle **must** not exceed the GAWR for that axle.
- d) Axle loads **must** comply with all the provincial weight restrictions across Canada.
- e) The centre of gravity of the complete product tank, substructure, and mounted equipment under all loading conditions (full to empty) and driving positions **must** be as defined in SAE ARP5818.

3.4.3 Dimensions

- a) The vehicle **must** have road legal dimensions across Canada.

3.5 Cab and Chassis

3.5.1 Cab

- a) A minimum of two (2) doors **must** be provided with power locks, be keyed alike, and have keyless entry.
- b) A ventilation/heater and defrosting system **must** be provided, with a multi-speed fan, applicable for the operating conditions as specified in 3.2.1.

- c) An air conditioning system **must** be provided equipped with all components and controls required for regulation of the cab interior temperature.
- d) Two heavy-duty, heated, motorized rear mirrors which provide a full length view of the product tank **must** be provided.
- e) Each mirror **must** include a convex section and be capable of folding rearward against the vehicle.
- f) A powered windshield washer system **must** be provided with multi-speed wipers, where the wiper blades **do not** travel from a vertical center windshield position to a horizontal position near the roof line.
- g) The cab floor or floor mats **must** be weatherproof.
- h) Two rotating interior sun visors **must** be installed.
- i) A back-up camera screen **must** be provided in the cab and be a minimum size of 17.8 cm (7in).
- j) A fire extinguisher, suitable for low temperature use **must** be provided in the vehicle cab. The extinguisher **must** be Ansul Fire Protection model K-5 Purple-K dry chem. 5 kg (11 lb) capacity be readily accessible, and mounted in an appropriate bracket.
- k) A first aid kit **must** be provided in the vehicle cab.

3.5.2 Chassis

- a) The vehicle **must** be designed so that it can be towed from the front or rear of the vehicle by commercial tow trucks while loaded to capacity.

3.6 Engine

- a) The engine **must** operate on ultra-low sulfur diesel fuel to the CAN/CGSB Standard 3.517.

3.6.1 Automatic Shut-down

- a) The engine **must** integrate an automatic shutdown protection system for low oil pressure and high temperature. The purpose of this feature is to protect the engine during pumping operations when the operator cannot view the engine instruments.

3.6.2 Cold Weather Starting Aids

- a) The engine **must** be equipped with cold weather aids applicable to the operating conditions in section 3.2.1.
- b) A 110-volt engine heater(s) **must** be provided.
- c) A 110-volt battery heater(s) **must** be provided.
- d) All cold weather aids **must** be connected together with a single, cover-protected, external electrical power plug. The plug **must** be in accordance to CSA C22.2 No. 42-10.

3.6.3 Fuel Lines

- a) All chassis fuel lines **must** be insulated to minimize temperature fluctuation of the fuel when exposed to conditions stated in section 3.2.

3.6.4 Exhaust

- a) The exhaust system **must** be in accordance with NFPA 407.
- b) The exhaust system **must** be mounted vertically.

3.7 Power Train

- a) The drivetrain **must** include a “Park” or “Neutral” starting interlock.
- b) The drivetrain **must** include limited slip or driver controlled locking differential(s) on the drive axle(s).
- c) The drivetrain **must** include a guard to prevent product tank and equipment damage resulting from failed driveshaft components.

3.7.1 Transmission

- a) The vehicle **must** be equipped with an automatic transmission.
- b) The transmission **must** have a replaceable oil filter.
- c) The transmission shift control **must** clearly indicate the selected gear under all lighting conditions.
- d) A transmission oil dipstick **must** be provided.

3.7.2 Power Take-Off (PTO)

- a) The product-pumping system **must** be driven by PTO hydraulic system.

3.8 Braking System

- a) The vehicle **must** be equipped with a braking system, including a parking brake.

3.8.1 Brake Interlock System

- a) The vehicle **must** be equipped with a brake interlock system in accordance with CSA B836.
- b) The brake interlock system **must** operate in a manner so that it applies the vehicle’s brakes and prevents the vehicle from movement when it is activated.
- c) A brake interlock **must** be provided to prevent the vehicle from being moved when:
 - i. Any catwalk fold-down safety rail is raised;
 - ii. The PTO is engaged;
 - iii. Any product tank internal valve is open;
 - iv. Any connection is made to the bottom loading adapter and vapour recovery; and
 - v. When the refuelling nozzle is removed from the storage hook.
- d) The vehicle **must** be equipped with amber warning lights and an audible alarm mounted in the cab that will come on whenever an interlock protected component is removed from its stowed position.
- e) When the vehicle is in movement, the warning lights and alarm **must** be activated to advise the operator that a component is dislodged from its stowed position.

- f) When the vehicle speed exceeds 10 km/h, there **must** be preventive measures ensuring interlock devices are not activated and causing brakes to apply.
- g) A locking securing device **must** be installed and be identified with safety warning labels to ensure interlock protected devices do not become dislodged due to road conditions. Such devices may include the insertion of clevis or locking pins.

3.8.2 Brake Interlock Override

- a) In case of emergency, the brake interlock system **must** have a provision to override the interlock system and allow the brakes to be released.
- b) The interlock override device **must** bear a seal to prevent tampering when not in use.
- c) A dash mounted red indicator light **must** signal the driver that the brake interlock is being overridden.

3.9 Steering

- a) The vehicle **must** be equipped with a power assisted steering system.
- b) The vehicle **must** be provided with a telescopic/tilt steering column.

3.10 Wheels, Rims and Tires

- a) Tires and rims **must** be selected in accordance with MVSR Technical Standards Documents No. 120, Revision 1R.
- b) Tires **must** have a tread pattern for use in the operating conditions described in section 3.2.2.
- c) The wheels, tires and rims **must** include valve extensions for inner tires, if used, to allow for easy access.

3.11 Equipment Performance

3.11.1 Fuelling Systems

- a) There **must** be a low-pressure overwing and high-pressure underwing fuelling system drawing from a single product tank.
- b) All fuel delivered **must** be filtered and then metered.
- c) A lockout **must** be provided to prevent fuel from being delivered through both systems simultaneously.

3.11.1.1 Overwing Fueling System

- a) The low pressure overwing fueling system **must** provide incrementally or infinitely variable fuelling flow up to a maximum of 300 litres per minute, controllable from the pumping station.
- b) The pressure at the outlet of the nozzle **must** be set to a maximum pressure setting of 206.8 kPa (30 psi).

3.11.1.2 Underwing Fueling System

- a) The high pressure underwing fueling system **must** provide incrementally or infinitely variable fuelling flow up to a maximum of 1,100 litres per minute, controllable from the pumping station.
- b) The pressure at the outlet of the nozzle **must** be set to a maximum pressure setting of 310 kPa (45 psi).

3.11.2 Defueling Systems

- a) The vehicle **must** be equipped with a defueling capability through the overwing and underwing delivery hoses.
- b) The reclaimed fuel **must** be filtered before being returned to the vehicle product tank.
- c) The defueling system **must** be self-priming and be controllable from the pumping station.

3.11.3 Pressure Regulation and Flow Control

- a) The primary pressure control **must** be set to independently control the fuelling pressure to 69 kPa (10 psi) less than the secondary pressure control.
- b) Hose end pressure control valves may be added as additional protection but **must** not be considered as part of the primary or secondary pressure control systems.

3.11.4 Air Prevention Shutdown System

- a) The refueller **must** be equipped with a system that will prevent air from being ingested into the fuel pumping system due to vehicle grade or an empty product tank.
- b) The refueller **must** be equipped with a system that will shut down the pumping system when air is sensed during defueling to prevent air from being ingested to any component such as the filter system.

3.12 Overfill Protection

3.12.1 Jet-Level

- a) A high-level shutdown system **must** be installed to prevent the overfilling of the product tank during defueling or when bottom loading through the 2 1/2 -inch and 4-inch adaptors.

3.12.2 Electronic Commercial

- a) Electronic overfill protection for bottom loading through the API 4-inch and 2 ½-inch adaptors **must** be provided.
- b) The system **must** be compatible with API RP 1004 commercial loading-racks.
- c) A Thermistor socket, a 4 J-slot Optic socket and a float socket **must** be provided.
- d) A system manufactured by Scully, Civacon or FloTech is suggested for this application.

3.13 Product Tank Equipment

- a) The product tank **must** have a capacity of at least 20,000 litres plus an additional 3% allowance for expansion.
- b) The product tank assembly, including the product tank shell, ends, baffles, and other components directly welded to the product tank **must** be constructed of aluminum alloy.
- c) The product tank **must** be equipped with baffles with a minimum 457 mm (18") inside diameter flange apparatus for personnel access.
- d) The product tank **must** be equipped with at least one manhole of a minimum diameter of 50.8 cm (20").
- e) The product tank **must** be designed to discharge rainwater from the top of the tank away from any structural components of the vehicle.

- f) The drains **must** be a minimum size of 1.5 inch on the bottom corners on each side of the rollover protection, at the front and rear sections, to drain liquids from the center of the rollover sections.
- g) The product tank **must** be equipped with a vapour recovery system conforming to API RP 1004 with a connector located near the bottom-loading connectors.
- h) The vapour recovery system **must** be equipped with an override/bypass mode for situations where vapour recovery is not present.
- i) All outlets, valves, closures, piping, or any devices that if damaged in an accident could result in a loss of product **must** be protected with an accident damage protection system.
- j) All product piping **must** be either aluminum or stainless steel. Aluminum alloy is desired wherever possible.
- k) Connections made by Victaulic couplings or companion flanges are suggested for this application. Dissimilar metals **must** be protected from galvanic corrosion.

3.13.1 Catwalk

- a) The product tank **must** be equipped with a catwalk designed as per the Canada Occupational Health and Safety Regulations.
- b) The catwalk **must** not present a hazard to personnel or interfere with top-mounted equipment.
- c) The catwalk **must** be equipped with a non-slip surface and an automatic fold-down safety rails operable from the ground.
- d) The handrails **must** be coated with a fuel resistant compound to increase grip and to provide thermal insulation.

3.13.2 Sump

- a) The product tank **must** be provided with a sump to trap water.
- b) The product tank sump area **must** be a minimum of 1% of the tank's nominal capacity.
- c) The product supplied to the pump **must** be taken from a location external to the sump.
- d) The sump **must** be sloped and fitted a self-closing nominal 3/4-inch ball valve (NSN 4820-01-469-1937) to ensure it can be fully drained of accumulated water.

3.13.3 Ladder

- a) An aluminum ladder **must** be provided to safely and easily access the top of the tank.
- b) Grab-handles **must** be provided on the top of the tank and a handrail on each side of the ladder.
- c) Grab-handles on the top of the tank **must** be continuous with the handrails on the ladder to provide safety of ascent and descent.

3.13.4 Pumping Equipment

- a) The product pump **must** be self-priming centrifugal type aviation fuel pump.
- b) An easily accessible stainless steel 80 mesh screen **must** be located on the inlet side of the product pump.
- c) The pump **must** drop to low speed and pressure when a closed discharge is encountered.

3.13.5 Valves and Vents

- a) Internal valves **must** be capable of being replaced from the product tank exterior.
- b) Vent valves **must** be equipped with a hood and air filter.

3.13.6 Product Loading

3.13.6.1 Bottom-Loading (2½")

- a) A 63 mm (2½") bottom loading adapter system **must** be provided to load the product tank.
- b) The adapter **must** be located on the curb side of the vehicle.
- c) The adapter **must** be Carter model MS24484-5 (NSN 1560-00-949-2087).
- d) A protective cap and lanyard **must** be provided to protect the adapter when not in use.

3.13.6.2 Bottom-Loading (4")

- a) A 101 mm (4") bottom loading system conforming to API RP 1004 **must** be provided to load the product tank.
- b) The adapter **must** be located on the curb side of the vehicle.
- c) A protective cap and lanyard **must** be provided to protect the adaptor when not in use.

3.14 Filtration

- a) The delivery system **must** be equipped with a filter separator filtration system.
- b) The filtration system **must** be designed, manufactured, and qualified in accordance with the latest requirements of EI SPEC 1581, Category M and M100, using a single make/model for the coalescer and separator.
- c) The filter vessel provided **must** be Velcon model HVA-2238M150.
- d) The filter vessel **must** be made of aluminum.
- e) The filter elements installed inside the filter vessel **must** be for stage 1 Velcon model I-638A4TB-CAT (NSN 4330-20-006-9352) and for stage 2 Velcon model SO-636CM (NSN 4330-01-544-3410).
- f) The filtration system **must** be fitted with an Automatic Water Defence System in accordance with CSA B836.
- g) An indicating light **must** be installed on the pumping control panel to indicate a water shutdown condition.
- h) Fuel sampling ports **must** be provided for quality control checks at the inlet and outlet of the filter vessel and next to the recirculation adaptor.
- i) The ports **must** be valved and incorporate quick connect couplings compatible with a match weight monitor sampling kit (NSN 6695-21-800-0032).
- j) The couplings **must** be protected by dust covers retained by lanyards.
- k) One spare set of filter elements **must** be delivered with each vehicle
- l) The filter vessel **must** be cleaned and new filters **must** be installed prior to delivery.

3.15 Additive Injection System

- a) The Gammon Technical Products Digital Viper additive injection system part #GTP-9076DF-12VDC-100 **must** be provided, to inject the high temperature thermal stability additive NATO S-1749, commonly known as "+100", at a rate of 256 parts per million parts fuel.
- b) A reservoir to hold additive **must** be provided and be identified as "NATO S-1749 OTAN".
- c) The reservoir **must** be equipped with a drain and a shut-off valve to allow for servicing.
- d) The reservoir **must** be sealed from the atmosphere when the system is not in use.
- e) An additive low-level warning light **must** be installed on the pumping control panel and turn on when there is just enough additive in the reservoir to treat one product tank full of fuel.
- f) The system default **must** be off and reset after each fuelling.

3.16 Delivery Equipment

3.16.1 Hose Reel

- a) A hose reel with a minimum capacity of 30.48 meters (100 feet) of 50.8 millimeters (2 inch) inside diameter hard walled hose **must** be provided.
- b) The hose reel **must** be located at the back of the vehicle, be enclosed in the pumping cabinet (refer to para 3.19.1.1) and be easily accessible from the ground.
- c) The reel **must** be electric or air operated, and be equipped with a brake, a locking device and a manual crank.
- d) If the crank is removable, it **must** have a storage provision near the reel.
- e) The hose reel **must** be equipped with a device to properly wind the hose on the reel.
- f) The device **must** be Guidemaster model GM-700 or equivalent.

3.16.2 Overwing/Underwing Hose

- a) A 30.48 metres (100') of 50.8 mm (2inch) inside diameter hard walled hose as described on ContiTech data sheet 2331200 **must** be supplied complete with all required fittings and installed on the reel.
- b) The hose **must** meet the requirement of EI 1529 and the weather conditions of clause 3.2.
- c) The free-end of the hose **must** have a 50.8 mm (2") female drybreak coupling and dust plug installed.

3.16.3 Overwing/Underwing Nozzles

- a) One 38 mm (1½") overwing fuelling nozzle **must** be provided, with a 100 mesh screen, protective cap, grounding plug cap, grounding clamp part #ALS-10A (NSN 5999-00-134-5844), 50.8 mm (2") male drybreak adaptor, and swivel. OPW 295SAJ-0200 (NSN 4930-01-567-6286) is suggested for this application.
- b) One underwing fuelling nozzle **must** be provided, with a 100 mesh screen with glass inspection port, protective cap, grounding clamp part #ALS-10A (NSN 5999-00-134-5844), D-3 Inlet coupling, dry break adaptor, and a strainer ball valve with sight glass to allow ease of strainer inspection without fuel spillage. Model Carter Ground Fuelling Division 64349 or CLA-VAL 341GF is suggested for this application.
- c) The underwing refuelling nozzle **must** be equipped with a vacuum break valve.

- d) One close circuit refuelling nozzle **must** be provided and be Carter model 64017Z (NSN 4930-01-370-3061).
- e) Loose nozzles **must** have a stowage provision with tie downs in a storage cabinet.

3.17 Recirculation

- a) It **must** be possible to recirculate product from the tank through the pump, filter, meter, and fuelling hoses back to the product tank.
- b) Any additional equipment required to recirculate fuel through the delivery system **must** be supplied.
- c) Loose equipment **must** have a stowage provision in a storage cabinet.

3.17.1 Defuelling from Recirculation Adaptor

- a) If the vehicle is disabled (No air or electrical operation on the truck it **must** be possible to empty the product tank through the recirculation port or the 63 mm (2½") bottom loading adaptor.
- b) All equipment required to defuel the vehicle product tank **must** be supplied.

3.18 Other Equipment

- a) A dipstick and a depth chart **must** be provided.
- b) A wheel nut wrench **must** be provided and stowed in a storage cabinet.

3.18.1 Fuel Spill Kit

- a) A fuel spill kit **must** be provided and be located in an easily accessible dedicated weatherproof aluminum storage box with a non-locking door.
- b) The spill kit **must** be AF Pollution Abatement Systems Part AF16 or an equivalent.
- c) The storage box door **must** be labelled in 50 mm (2") high black text, "Spill Kit, Trousse de déversement".

3.18.2 Fire Blanket

- a) A fire blanket **must** be provided and be Steel Fire Equipment FB64 or an equivalent.
- b) The blanket **must** be located in an aluminum storage canister with a self-latching door.
- c) The door of the canister **must** not interfere with removal of the blanket.
- d) The canister **must** be weatherproof, painted fire engine red, and labelled in red on a white background with letters 50 mm (2") high, "Fire Blanket, Couverture Anti-Feu".

3.18.3 Fire Extinguishers

- a) At least two approved fire extinguishers in accordance with CAN/ULC-S503 or CAN/ULC-S504 **must** be provided, with not less than a 20-BC rating and a minimum 9 kg (20 lb) capacity and be Purple K.
- b) The fire extinguishers **must** be secured using heavy duty mounting brackets.
- c) The extinguishers **must** be mounted one on each side of the vehicle.

3.18.4 Wheel Chocks

- a) Wheel chocks **must** be provided with storage provision on the vehicle.

3.19 Body

- a) The vehicle **must** be equipped with four tow hooks; two at the front and two at the rear of the vehicle.
- b) The vehicle **must** be supplied with licence plate holders on the front and rear of the vehicle.

3.19.1 Cabinets

- a) The vehicle **must** be equipped with weatherproof cabinets.
- b) All cabinet boxes and cabinet doors **must** be constructed of aluminum alloy.
- c) All cabinet doors **must** be supported by stainless steel piano hinge.
- d) Elastomeric seals and gutters **must** be used to prevent the ingress of dust, debris, and water.
- e) All cabinet doors **must** include a system to hold them in place in the open position in high wind conditions.
- f) The door handles **must** be recessed positive locking type and include a padlocking provision.

3.19.1.1 Pumping Cabinet

- a) The pumping cabinet **must** enclose the meter, hose reel, pumping control panel, and related equipment, with sufficient room around the equipment for ease of maintenance and operation.
- b) The pumping cabinet **must** be integrated in the rear tank frame as a canopy style cabinet.
- c) The pumping cabinet **must** be provided with roll up doors on each side of the vehicle.
- d) The pumping cabinet **must** have a solid sloping floor with a drain and be easily accessible.

3.19.1.2 Storage Cabinets

- a) At least two storage cabinets **must** be provided.
- b) The storage cabinets **must** have a solid floor lined with removable open grid elastomeric matting for protecting tools and the compartment finish.
- c) Tie downs or equipment holders **must** be provided to secure defined loose items.

3.20 Pumping Controls

- a) Controls **must** be permanently marked to identify and show the function of each control lever or switch.

3.20.1 Pressure and Flow Rate Adjustment Control

- a) A control **must** be installed on the pumping control panel to allow the operator to control pressure and flow rate.

3.20.2 Throttling Valve

- a) Throttling valve **must** be installed between the meter and the respective hose reel.
- b) The valve **must** be a manually controlled, graduated, locking type, lever operated, throttling valve.
- c) The valve **must** be readily accessible to the operator and will be used to control the fuelling or defuelling flow rate.

3.20.3 Deadman

- a) A spring-retracting deadman reel **must** be provided.
- b) The deadman cable **must** be at least 30.48 metres (100') long.

3.20.4 Emergency Shut-Off Controls

- a) The vehicle **must** have at least two emergency shut-off controls, one mounted on each side of the vehicle in accordance with NFPA 407.
- b) Each emergency fuel shut-off controls **must** be identified by the words "EMERGENCY FUEL SHUTOFF" in letters at least 50 mm (2 in.) high in accordance with NFPA 407.
- c) The method of operation **must** be to push to shut down and indicated by an arrow or by the word "PUSH" as appropriate.

3.21 Pumping Instruments

- a) All instruments necessary for the operation of the pumping system **must** be grouped within the pumping control panel.
- b) The instruments **must** be labelled.

3.21.1 Product Meter

- a) The meter **must** be certified by Measurement Canada.
- b) All product fuelled through the delivery system **must** be filtered and then metered.
- c) The meter **must** permit the display of litres and be clearly visible, within easy reach of an operator standing on the ground at the control panel.

3.21.2 Fuel Level Display

- a) A fuel level measurement system including fuel level display, overfill and low level protection **must** be provided.
- b) The system **must** be Titan Logix TD80, with a main display and a second remote display.
- c) The display **must** be located on the bottom loading side.

3.21.3 Filter Differential Pressure

- a) A direct reading differential pressure indicator with a range of 0 to 206.8 kPa (0 to 30 psi) **must** be provided.
- b) The indicator **must** be Gammon Technical Products GTP-8980B-G, connected to read the differential pressure across the filter-separator.
- c) The indicator **must** have a peak pressure hold feature that is capable of being reset.

- d) The indicator **must** have a differential pressure proximity switch that can stop the flow.

3.22 Electrical System

- a) The vehicle **must** be equipped with a 12-volt electrical system.
- b) All wiring **must** be labelled at each connecting end and be protected by insulating grommets, where passing through metal.
- c) The electrical system **must** include heavy-duty maintenance free batteries and a battery box, in an accessible well protected location.
- d) The electrical system **must** include an alternator, efficient at low RPM and capable of supplying sufficient current to carry all electrical load requirements.
- e) The electrical system **must** include a master battery cut-off switch accessible from ground level on the driver's side.

3.23 Lighting

- a) The vehicle **must** be equipped with LED lights wherever possible.
- b) In-cab instrument panel lights **must** be dimmable.
- c) A low profile amber coloured strobe light **must** be mounted on a pedestal or on a bracket behind the cab at the roof line and be controlled from the cab.
- d) The strobe light electrical connector **must** be a quick disconnect type.

3.23.1 Work Lights

- a) A minimum of three Betts Industries Model 325503 (NSN 6240-01-662-5626) LEDs lights or equivalent **must** be installed and be protected.
- b) The control switches for the lights **must** be located inside the cab.

3.23.2 Cabinet Lights

- a) LED strip lighting **must** be provided in all cabinets and be master controlled when the pumping system is powered up.

3.23.3 Grounding Studs

- a) The vehicle **must** be equipped with at least nine unpainted brass grounding studs.
 - i. One grounding stud **must** be installed as close as possible to each of the manhole cover(s).
 - ii. Two studs **must** be located near the bottom loading, and recirculation adaptors.
 - iii. Two studs **must** be installed as close as possible to the lower rear corners of the product tank.
 - iv. Two studs **must** be installed on the front bumper, one on each side; and
 - v. One stud **must** be located close to the recirculation adaptor.
- b) Each grounding stud **must** be labelled or painted with red circle measuring 100 mm in diameter, centred or placed next to the stud.
- c) The words "Ground" and "Borne de terre" **must** be labelled or painted in white letters within the red circle.

3.23.4 Grounding Cables

- a) Two grounding cables, complete with recoil reels and grip clamps part #ALS-10A (NSN 5999-00-134-5844) **must** be installed in the pumping cabinet.
- b) The cables and reels must be NSN 4930-01-334-5812 (100 foot cable).

3.24 Data Management System (DMS)

- a) The vehicle **must** be equipped with the Liquid Controls LCR-II Data Management System that performs the following functions:
 - i. Maintain flight schedules;
 - ii. Perform inventory stock control;
 - iii. Provide meter totalizer readings;
 - iv. Provide electronic temperature compensation; and
 - v. Allow data transmission between vehicle and office via removable media.

3.25 Delivery Slip Printer

- a) The vehicle **must** be equipped with a delivery slip printer and be located in the vehicle cab.
- b) The slip should contain the following information:
 - i. Header: National Defence / Défense Nationale Name and Address of the Trader Ticket Number;
 - ii. Squadron Number, Aircraft Type and Number;
 - iii. Home base/Country of Origin;
 - iv. Date, Start Time, and End Time;
 - v. Truck Number;
 - vi. Defuel Mode – Not for Trade;
 - vii. Net Volume, Gross Volume, Volume Correction Statement and Type of Fuel Issued;
 - viii. Issued By: Operator name and signature block; and
 - ix. Accepted by: service number, rank, name, and signature block.

3.26 Controls

- a) Each control **must** be permanently marked to identify the function, in both English and French or international symbols as defined by SAE J1362.
- b) Vehicle controls **must** be grouped together in the cab.
- c) Controls **must** not restrict the operator's field of view.

3.27 Instruments

- a) Instruments **must** be metric and visible to the seated operator in all lighting conditions.
- b) An ammeter, voltmeter or charging indicator **must** be provided.
- c) An engine coolant temperature indicator **must** be provided.

- d) A hydraulic oil temperature and level indicator **must** be provided if applicable.
- e) An engine oil pressure indicator **must** be provided.
- f) An hour-meter with numeric display, which accurately records accumulated engine running time up to at least 9,999 hours **must** be provided.
- g) An indicator light within the cab and at the pumping station **must** be provided to indicate when the PTO is engaged.
- h) A fuel level indicator **must** be provided.
- i) A speedometer **must** be provided.
- j) An engine tachometer **must** be provided.
- k) Differential lock indicator **must** be provided.

3.28 Paint

- a) All metal surfaces **must** be protected.
- b) The prime coating **must** be a high durability, corrosion resistant type, such as an epoxy.
- c) The vehicle and tank **must** be painted Dupont Axalta 750206 E B Penn Dot Yellow or equivalent.
- d) All exposed exterior surfaces normally painted for the commercial trade **must** be painted.

3.29 Corrosion Protection

- a) The vehicle **must** be designed and manufactured to prevent galvanic corrosion.
- b) The materials used in the vehicle manufacturing **must** resist damage or deterioration as a result of cleaning with hot or cold water, steam, or detergents.
- c) A commercial rust prevention coating **must** be applied to the vehicle, such as Krown Rust Control or Rust Check or equivalent.
- d) A decal and warranty papers for the rust prevention coating **must** accompany the vehicle.

3.30 Warning and Instruction Plates

- a) A product flow diagram and operating instruction **must** be provided.
- b) The flow diagram and operating instruction **must** be permanently affixed in the pumping cabinets.
- c) All gauges, valves, controls, fuel system service points, product tank sump, and drain points **must** be labelled.
- d) Dangerous goods placard holders **must** be provided and located on each side of the vehicle as per CSA B620 standard.
- e) There **must** be provisions made to mount a flat fuel identification sign on each side of the vehicle.
- f) The dimension of the sign should be 610 mm (24") high by 1.22 metres (48") long.
- g) Each vehicle **must** have the words "FLAMMABLE", "NO SMOKING" on the passenger and driver sides of the vehicle in accordance with NFPA 407.

3.31 **Vehicle identification**

- a) The vehicle identification information **must** be permanently affixed in a conspicuous and protected location.
- b) Identification information **must** include the cab and chassis manufacturer's name, model number, serial number, and model year.
- c) Identification information **must** include the body manufacturer's model and serial number.
- d) Identification information **must** include the equipment manufacturer's model and serial number.
- e) Identification information **must** include the GVWR and GAWR ratings.
- f) A corrosion-resistant metal identification plate **must** be permanently affixed to the tank or its supporting structure in accordance with CSA B620, TC 406.

4.0 INTEGRATED LOGISTIC SUPPORT

4.1 Vehicle Manuals – All manuals required for the description, operation, maintenance and repair of the complete equipment, including sub-systems, **must** be provided.

4.1.1 Operator's Manuals

- a) The operator's manuals **must** be bilingual (English/French).
- b) The operator's manuals **must** include instructions for the safe operation of the vehicle.
- c) The operator's manuals **must** include daily operator maintenance instructions/checks (including lubrication).
- d) The operator's manuals **must** include safety warnings.
- e) The operator's manuals **must** include hand signals (as necessary).

4.1.2 Parts Manual(s)

- a) The parts manual(s) **must** be in English.
- b) The parts manual **must** have illustrations showing all components of the vehicle including equipment and accessories from other manufacturers that are supplied to meet the requirements of the contract, with numbers for the itemization of the parts.
- c) The parts manual **must** have a listing for all itemized parts showing the Original Equipment Manufacturers (OEM) part number, the part name and a brief description of the item.
- d) The parts manual **must** cross reference the OEM part number to the correct illustration and item number.
- e) The parts manual **must** have a representation of bilingual warning signs and identification labels delivered on the equipment.

4.1.3 Maintenance Manuals

- a) The maintenance manual **must** be bilingual (French and English).
- b) The maintenance manual **must** include a troubleshooting guide, showing the steps and tests required to determine the exact cause of a problem and an explanation of the steps required to correct a problem.
- c) The maintenance manual **must** include a listing of the necessary tolerances, torque levels, fluid volume, and special tools (including item part numbers).
- d) The maintenance manual **must** include information on the order of disassembly and assembly of the systems and components of the vehicle.
- e) The maintenance manual **must** include special tools list as per 4.3.4.

4.1.4 Manual Delivery to Technical Authority

- a) Sample manuals **must** be submitted to the Technical Authority (TA) prior to the delivery of the vehicle for each model and or sub-system for approval. Sample manuals will not be returned. TA will provide approval or comments on the manuals within 30 days.
- b) One complete set of approved manuals (Operator's, Maintenance, and Parts) in electronic format **must** be delivered to the Technical Authority.

4.1.5 Manual Delivery with Vehicle

- a) One complete set of manuals (Operator's, Maintenance, and Parts) **must** accompany each vehicle, shipped to each location.
- b) The manuals **must** be in paper and electronic format.

4.1.6 Electronic Format

- a) Approved copies of the electronic format manuals **must** be delivered on CD/DVD-ROM.
- b) CD/DVD-ROM **must not** require installation, password and/or Internet connection to be accessed and be an unlocked PDF in a searchable format.

4.1.7 Provisional Manuals

- a) In the event that approved manuals are not available at the time of delivery of the equipment, manuals marked "Provisional" **must** be supplied with the equipment.
- b) The contractor **must** deliver replacement approved manuals to all destinations where Provisional manuals were delivered.

4.1.8 Manual Supplements

- a) The contractor **must** supply manual supplements (Operator's, Maintenance and Parts) to support dealer-installed equipment not covered in the Vehicle Manuals.
- b) Manual supplements **must** be delivered in accordance with 4.1.4 and 4.1.5.

4.1.9 Changes to Manuals

- a) During the period of the contract, changes to equipment, which affect the contents of manuals, **must** be reflected in the revision of the electronic and paper version of the manuals.
- b) Changes to the manuals **must** conform to the same format and presentation requirements as the original manuals.
- c) The revised electronic version of the manual **must** be sent to the Technical Authority by the Contractor.

4.2 Warranty Letter

- a) The warranty letter **must** include a list of all Canadian designated warranty service providers that will honour the warranty for the equipment and attachments (if applicable) procured under this contract, including the contact person and phone number at each warranty service provider.
- b) The warranty letter **must** include additional warranty coverage of sub-systems and a copy of the warranty letter from each sub-system's Original Equipment Manufacturer (OEM).
- c) The warranty letter **must** include warranty period as negotiated in the contract.
- d) The warranty letter **must** include Contractor contact information, name and phone number, for warranty support.

4.2.1 Warranty Letter Delivery

- a) The Contractor **must** provide a bilingual warranty letter to the Technical Authority and with each vehicle. If the Technical Authority requires the letter to be in DND format, then they will provide the Contractor a template for the DND acceptable format of the warranty letter.

4.3 Other ILS Deliverables to Technical Authority

4.3.1 Data Summary

- a) The Contractor **must** provide a bilingual Data Summary for each make/model/configuration of vehicle by completing Technical Authority's template with data and a vehicle picture.

4.3.2 Photographs

- a) The Contractor **must** provide photographs in colour, taken against a plain background, and in digital JPEG format with a minimum 10 megapixel resolution.
- b) One left front three-quarter view of a completed unit **must** be provided.
- c) One right rear three-quarter view of a completed unit **must** be provided.

4.3.3 Dimensioned Drawing

- a) One side and front view sketch showing the dimensions **must** be provided.

4.3.4 Special Tools List

- a) The Contractor **must** provide an itemized list of specific special tools required for the servicing and repair of the vehicle and include:
- i. Item name;
 - ii. Manufacturer's part number (OEM);
 - iii. Quantity recommended per delivery location;
 - iv. Contractor's part number;
 - v. Unit price; and
 - vi. Unit of issue.

4.3.5 Preventive Maintenance Replacement Parts Kit List (PMRPKL)

- a) The contractor **must** provide a list detailing the parts that are required to perform preventive maintenance to the system for a period of 12 months, and include:
- i. Item name;
 - ii. Contractor's part number
 - iii. Manufacturer's part number (OEM);
 - iv. Manufacturer's NATO Supply code (NCAGE) or name and address;
 - v. NSN (NATO Stock Number) (if known);
 - vi. Quantity per equipment;
 - vii. Quantity recommended;
 - viii. Unit price; and
 - ix. Unit of issue.

4.3.6 Recommended Spare Parts List (RSPL)

- a) The Contractor **must** provide a list detailing the spare parts deemed necessary to maintain the vehicle for a period of 12 months exclusive of any warranty period, and include:
- i. Item name;
 - ii. Contractor's part number
 - iii. Manufacturer's part number (OEM);
 - iv. Manufacturer's NATO Supply code (NCAGE) or name and address;
 - v. NSN (NATO Stock Number) (if known);
 - vi. Quantity per equipment;
 - vii. Quantity recommended;
 - viii. Unit price; and
 - ix. Unit of issue.

4.3.7 Cataloguing Information

- a) The Contractor **must** provide, upon request, the information necessary to catalogue the parts for the vehicle listed under sections 4.3.4, 4.3.5 and 4.3.6
- b) Cataloguing Information **must** include the NSN of the part, if known. If the NSN is provided no other supporting technical data need be provided for that item; and
- c) Cataloguing Information **must** include technical information, which to allow DND to identify, classify and fully describe the part(s) to a NATO standard. This could include specifications, standards, drawings, or catalogues with brief description(s) of relevant dimensional, material, mechanical, electrical and physical/ performance characteristics. Drawings will not be sent to other suppliers for production.

NOTE: Drawings sent to the Technical Authority will remain the property of the contractor.

NOTE: This may require meetings between DND and the contractor to obtain and validate information.

4.4 Safety Recalls and Servicing Data

- a) Safety recalls, and manufacturer's technical service bulletins, or equivalent **must** be provided to the technical authority and the final delivery locations on a continuing basis, throughout the life expectancy of the vehicle or for no less than 10 years.

4.5 Training

4.5.1 Maintenance Personnel Training

- a) The Contractor **must** provide a maintenance training course.
- b) The course **must** be given at the delivery destination and be available in both official languages.
- c) The course **must** have a minimum duration of 1 day to provide training of up to eight maintenance personnel and have the final dates arranged with the Technical Authority.
- d) The course **must** have a syllabus or course outline and schedule available for review seven days prior to the course commencement date.

- e) After completion of the course, the Contractor **must** have a “*PROOF OF MAINTENANCE TRAINING*” certificate signed by a Canada Representative for the destination. The Technical Authority will supply this document in an electronic format.

4.5.2 Maintenance Personnel Training Curriculum

- a) Operator’s training detailed in Paragraph 4.5.3 below **must** be included in the curriculum.
- b) Operation and maintenance safety precautions **must** be included in the curriculum.
- c) Preventive maintenance including servicing schedules **must** be included in the curriculum.
- d) Trouble shooting, testing, and adjustments **must** be included in the curriculum.
- e) Special tools and test equipment **must** be include in the curriculum.

4.5.3 Operator Training

- a) The Contractor **must** provide an operator training course.
- b) The course **must** be given at the delivery destination and be available in both official languages.
- c) The course **must** have minimum duration of one (1) day to provide training for up to eight (8) operators and have the final dates arranged with the Technical Authority.
- d) The course **must** have a syllabus or course outline and schedule available for review seven (7) days prior to the course commencement date.
- e) After completion of the course the Contractor **must** have a “*PROOF OF OPERATOR TRAINING*” certificate signed by a Crown Representative for the destination. The Technical Authority will supply this document in an electronic format.

4.5.4 Operator Training Curriculum

- a) Safety precautions to be observed while operating and servicing the vehicle **must** be included in the curriculum.
- b) Vehicle operating characteristics **must** be included in the curriculum.
- c) Vehicle operating procedures **must** be included in the curriculum.
- d) Pre-operating and pre-shutdown procedures **must** be included in the curriculum.
- e) Daily/weekly operator servicing procedures **must** be included in the curriculum.
- f) A minimum of two hours practical operating experience, per operator, **must** be included in the curriculum.

4.5.5 Training Materials

- a) Training materials **must** be provided to each attendee.
- b) Training materials **must** include a list of topics to be covered.
- c) Training materials **must** include an approximate timetable showing when topics are scheduled to be covered and how much time is scheduled for each topic.
- d) Training materials **must** list any reference material.
- e) Training materials **must** make available any reference material used.

4.6 Training Video

- a) The Contractor **must** provide Bilingual operator and maintainer training videos.
- b) These videos **must** be used for initial training and will be kept by DND for refresher training.
- c) The video **must** cover all training subjects required above, be interactive and of high quality of 1600x720 pixels minimum resolution.
- d) The video **must** be delivered on CD/DVD-ROM.
- e) The video **must not** require installation, password and/or Internet connection to be accessed.

Claim No.
N° de la demande

Contract Serial No.
N° de série du contrat

CERTIFICATE OF CONTRACTOR

ATTESTATION DE L'ENTREPRENEUR

I certify that:

- All authorizations required under the contract have been obtained. The claim is consistent with the progress of the work and is in accordance with the contract.
- Indirect costs have been paid for or accrued in the accounts.
- Direct materials and the subcontracted work have been received, accepted and either paid for or accrued in the accounts following receipt of invoice from supplier/subcontractor, and have been or will be used exclusively for the purpose of the contract.
- All direct labour costs have been paid for or accrued in the accounts and all such costs were incurred exclusively for the purpose of the contract;
- All other direct costs have been paid for or accrued in the accounts following receipt of applicable invoice or expense voucher and all such costs were incurred exclusively for the purpose of the contract; and
- No liens, encumbrances, charges or other claims exist against the work except those which may arise by operation of law such as a lien in the nature of an unpaid contractor's lien and in respect of which a progress payment and/or advance payment has been or will be made by Canada.

J'atteste que :

- Toutes les autorisations exigées en vertu du contrat ont été obtenues. La demande correspond à l'avancement des travaux et est conforme au contrat.
- Les coûts indirects ont été réglés ou portés aux livres.
- Les matières directes et les travaux de sous-traitance ont été reçus, et le tout a été accepté et payé, ou encore porté aux livres après réception de factures envoyées par le fournisseur ou le sous-traitant; ces matières et ces travaux ont été ou seront utilisés exclusivement aux fins du contrat.
- Tous les coûts de la main-d'oeuvre directe ont été réglés ou portés aux livres et tous ces coûts ont été engagés exclusivement aux fins du contrat.
- Tous les autres coûts indirects ont été réglés ou portés aux livres après réception des factures ou pièces justificatives pertinentes et tous ces coûts ont été engagés exclusivement aux fins du contrat.
- Il n'existe aucun privilège ni demande ou imputation à l'égard de ces travaux sauf ceux qui pourraient survenir par effet de la loi, notamment le privilège d'un entrepreneur non payé à l'égard duquel un paiement progressif et(ou) un paiement anticipé a été ou sera effectué par le Canada.

Contractor's Signature - Signature de l'entrepreneur

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Check the box if the claim is being made with respect to advance payment provisions included in the basis of payment of the contract.

Cocher la case si la demande est faite en rapport avec les dispositions relatives aux paiements anticipés qui se trouvent dans la base de paiement du contrat.

This claim, or a portion of this claim, is for an advance payment.

Cette demande, ou une partie de cette demande, est pour un paiement anticipé.

I certify that:

- The funds received will be used solely for the purpose of the contract and attached is a complete description of the purpose to which the advance payment will be applied.
- The amount of the payment is established in accordance with the conditions of the contract.
- The contractor is not in default of its obligations under the contract.
- The payment is related to an identifiable part of the contractual work.

J'atteste que :

- Les fonds reçus ne serviront uniquement qu'aux fins du contrat; ci-joint est une description complète des fins auxquelles le paiement anticipé sera utilisé.
- Le montant du paiement est établi conformément aux conditions du contrat.
- L'entrepreneur n'a pas manqué à ses obligations en vertu du contrat.
- Le paiement porte sur une partie identifiable des travaux précisés dans le contrat.

Contractor's Signature - Signature de l'entrepreneur

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

CERTIFICATES OF DEPARTMENTAL REPRESENTATIVES

Scientific/Project/Inspection Authority: I certify that the work meets the quality standards required under the contract, and its progress is in accordance with the conditions of the contract.

Inspection Authority (all other contracts): I certify that the quality of the work performed is in accordance with the standards required under the contract.

ATTESTATIONS DES REPRÉSENTANTS DU MINISTÈRE

Autorité scientifique ou responsable du projet / de l'inspection : J'atteste que les travaux sont conformes aux normes de qualité exigées en vertu du contrat et que leur avancement est conforme aux conditions du contrat.

Responsable de l'inspection (tous les autres contrats) : J'atteste que la qualité des travaux exécutés est conforme aux normes exigées en vertu du contrat.

Signature of Scientific / Project / Inspection Authority
Signature de l'autorité scientifique ou responsable du projet / de l'inspection

Date (YYYY-MM-DD / AAAA-MM-JJ)

PWGSC Contracting Authority: I certify that, to the best of my knowledge, the claim is consistent with the progress of the work and is in accordance with the contract. This claim, however, may be subject to further verification and any necessary adjustment before final settlement.

Autorité contractante de TPSGC : J'atteste, au meilleur de ma connaissance, que la demande correspond à l'avancement des travaux et est conforme au contrat. Toutefois, cette demande pourrait faire l'objet d'une autre vérification et de tout rajustement nécessaire avant le règlement final.

Contracting Authority Signature de l'autorité contractante

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Client's Authorized Signing Officer - (must sign the interim claim): I certify that the claim is in accordance with the contract.

Signataire autorisé du client - (doit signer la demande provisoire) : J'atteste que la demande est conforme au contrat.

Client Signature du client

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Client's Authorized Signing Officer - (must sign the final claim): I certify that all goods have been received and all services have been rendered, that the work has been properly performed and that the claim is in accordance with the contract.

Signataire autorisé du client - (doit signer la demande finale) : J'atteste que tous les biens ont été reçus, que tous les services ont été rendus, que tous les travaux ont été exécutés convenablement, et que la demande est conforme au contrat.

Client Signature du client

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)