



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada  
Pacific Region  
401 - 1230 Government Street  
Victoria, B.C.  
V8W 3X4  
Bid Fax: (250) 363-3344

**REQUEST FOR PROPOSAL**  
**DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government  
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services  
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

<b>Title - Sujet</b> CCGS S.W. Grenfell - Cargo Hatch	
<b>Solicitation No. - N° de l'invitation</b> F1782-20C101/A	<b>Date</b> 2020-02-26
<b>Client Reference No. - N° de référence du client</b> F1782-20C101	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$XLV-588-7943	
<b>File No. - N° de dossier</b> XLV-9-42191 (588)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-04-07</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Pacific Daylight Saving Time PDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Wulff, Gregor F.	<b>Buyer Id - Id de l'acheteur</b> xlv588
<b>Telephone No. - N° de téléphone</b> (250) 217-7138 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Fisheries and Oceans Canada See herein	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
Public Works and Government Services Canada - Pacific  
Region  
401 - 1230 Government Street  
Victoria, B. C.  
V8W 3X4

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Requirement**

The Department of Fisheries and Oceans, Canadian Coast Guard has a requirement for the fabrication, supply and delivery of one Cargo Hatch, to Sidney, British Columbia. The cargo hatch must meet the specific requirements of Annex A.

All deliverables must be delivered by September 15, 2020.

### **1.2 Debriefings**

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

### **1.3 Trade Agreements**

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Canadian Free Trade Agreement (CFTA)

### **1.4 epost Connect service**

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

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## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

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

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2019-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

### **2.2 Submission of Bids**

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

Bid Receiving Public Works and Government Services Canada  
Pacific Region  
401 - 1230 Government Street  
Victoria, BC V8W 3X4

[TPSGC.RPReceptiondessoumissions-PRBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RPReceptiondessoumissions-PRBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca) - Bids will be not be accepted if emailed directly to this email address. This email is to initiate an ePost Connect conversation, as detailed in the Standard Instructions.

**Note:** Bids will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions 2003, or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

Bid Fax: (250) 363-3344

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

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

### **2.4 Applicable Laws**

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

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

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## **2.5 List or proposed Sub-contractors**

If the bid includes the use of subcontractors, the Bidder agrees, upon written request from the Contracting Authority, to provide a list of all subcontractors including a description of the things to be purchased, a description of the work to be performed by specification section and the location of the performance of that work. The list should not include the purchase of off-the-shelf items, software and such standard articles and materials as are ordinarily produced by manufacturers in the normal course of business, or the provision of such incidental services as might ordinarily be subcontracted in performing the Work, i.e. subcontract work valued at less than \$500.00

## **2.6 Worker Compensations – Letter of Good Standing**

The Bidder must have an account in good standing with the applicable provincial or territorial Workers' Compensation Board.

The Bidder must provide, within 48 hours following a request from the Contracting Authority, a certificate or letter from the applicable Workers' Compensation Board confirming the Bidder's good standing account. Failure to comply with the request may result in the bid being declared non-responsive.

## **PART 3 - BID PREPARATION**

### **3.1 Bid Preparation Instructions**

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

Section I: Technical Bid – Two (2) hard copies;  
Section II: Financial Bid – One (1) hard copy;  
Section III: Certifications – One (1) hard copy.

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid. Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

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

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

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work. In their technical bid, Bidders must ensure compliance with all Mandatory Technical Criteria as detailed in article 4.1.1.1

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

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

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

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex D Electronic Payment Instruments, to identify which ones are accepted. If Annex D, Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

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

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

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

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

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

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation.**

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

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

1.1.1 The minimum requirements for bid response documents is stated in the Solicitation.

1.1.2 The bid response documents must demonstrate that the bidder fully understands the technical requirements of this SOR and is capable of providing the requested goods and/or services.

1.1.3 In order to be compliant, the bidder must include with their bid response evidence that they have constructed similar goods certified by an approved classification societies as per Canada Shipping act 2001/regulation Marine machinery regulation SOR/ 90-264 and International Association of Classification societies ( IACS ) member or recognized by the Transport Canada, Marine Transportation, Flag state control , Delegated Statutory Inspection program , within the past 5 years. An example of currently valid classification societies "Type Certificate" or " Type approval certificate", which is applicable to the equipment proposed, must be provided.

1.1.4 The IACS members which are recognized by Transport Canada Marine Safety and Security are as follows:

- 1.1.4.1 American Bureau of Shipping;
- 1.1.4.2 Bureau Veritas;
- 1.1.4.3 Class NK;
- 1.1.4.4 DNV GL;
- 1.1.4.5 Korean registry;
- 1.1.4.6 Lloyd's Register; or,
- 1.1.4.7 RINA Services, SpA.

1.1.5 The bidder must indicate in their bid if installation of their equipment and/or their warranty requires that a Field Service Representative must attend at the Repair Facility during installation and commissioning of the equipment.

#### **4.1.2 Financial Evaluation**

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

### **4.2 Basis of Selection**

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

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## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications Required with the Bid

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

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

### 5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

#### 5.2.1 Integrity Provisions – Required Documentation

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

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

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

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

### 5.3 Welding Certification – Bid

1. Welding must be performed by a welder certified by the Canadian Welding Bureau and in accordance with the requirements of the following Canadian Standards Association (CSA) standards:
  - a. CSA W47.1-09, Certification of Companies for Fusion Welding of Steel (Minimum Division Level 2.1)
2. Before contract award and within 48 hours of the written request by the Contracting Authority, the Bidder must submit evidence demonstrating its (or its subcontractor's) certification to the welding

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standards. In addition, welding must be done in accordance with the requirements of the applicable drawings and specifications.

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## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

There is no security requirement applicable to the Contract.

### 6.2 Requirement

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

### 6.3 Standard Clauses and Conditions

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

#### 6.3.1 General Conditions

2010A (2018-02-21), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

### 6.4 Term of Contract

#### 6.4.1 Delivery Date

All deliverables must be delivered by September 15, 2020.

#### 6.4.2 Delivery Points

Delivery of the requirement will be made to:

Canadian Coast Guard  
9860 West Saanich Road  
Sidney, BC V8L 4B2  
Canada

#### 6.4.3 Shipping Instructions – Delivered Duty Paid

Goods must be consigned and delivered to the destination specified in the contract:  
Incoterms 2000 "DDP Delivered Duty Paid" – Victoria, BC. Canada

1. The Contractor will be responsible for all delivery charges, administration, costs and risk of transport and insurance including customs clearance and the payment of customs duties and taxes. (As applicable.)
2. The Contractor is to inform the Contracting Authority named herein when the shipment has been consigned for delivery and is to provide shipping details in the form of traceable waybill numbers, or other applicable information.

#### 6.4.4 Delivery and Unloading

SACC Manual clause D0018C (2007-11-30), Delivery and Unloading

### 6.5 Authorities

#### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Gregor Wulff  
Public Services and Procurement Canada Acquisitions Branch  
Directorate: Marine Acquisitions  
Address: 401 – 1230 Government Street  
Victoria, BC

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Canada V8W 3X4  
Telephone: 250-217-7138  
E-mail address: gregor.wulff@pwgsc-tpsgc.gc.ca

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

### 6.5.2 Technical Authority

The Technical Authority for the Contract is provided upon contract award.

Name: TBD  
Title: TBD  
Organization: TBD  
Address: TBD  
Telephone: TBD  
Facsimile: TBD  
E-mail: TBD

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

### 6.5.3 Contractor's Representative

*Bidder is to complete the table below and submit it with their bid.*

Contact for:	Name	Telephone	Email
Contracting issues			
Technical issues			
Invoicing issues			

## 6.6 Payment

### 6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in Annex B for a cost of \$\_\_\_\_\_. Customs duties are included and Applicable Taxes are extra.

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

### 6.6.2 Single Payment

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

### 6.6.3 Electronic Payment of Invoices – Contract *(If applicable)*

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

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- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);

## 6.7 Invoicing Instructions

The Contractor must submit invoices in accordance with the section of the General Conditions titled Invoice Submission.

### Invoice is to be made out to:

Fisheries and Oceans, Canadian Coast Guard  
Marine Engineering  
9860 West Saanich Road  
PO Box 6000 Sidney, B.C. V8L 4B2

### Electronic invoice is to be sent for verification to:

[PAC.MARINE@pwgsc-tpsgc.gc.ca](mailto:PAC.MARINE@pwgsc-tpsgc.gc.ca)

Please note the file number in the subject line of the email.

## 6.8 Certifications and Additional Information

### 6.8.1 Compliance

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

## 6.9 Applicable Laws

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

## 6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2018-06-21), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_.

## 6.11 Welding Certification - Contract

1. The Contractor must ensure that welding is performed by a welder certified by the Canadian Welding Bureau (CWB) in accordance with the requirements of the following Canadian Standards Association (CSA) standards:

- a. CSA W47.1-09, Certification for Companies for Fusion Welding of Steel (Minimum division level 2.1)

2. In addition, welding must be done in accordance with the requirements of the applicable drawings and specifications.

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3. Before the commencement of any fabrication work, and upon request from the Inspection Authority or designate, the Contractor must provide approved welding procedures and/or a list of welding personnel he intends to use in the performance of the Work. The list must identify the CWB welding procedure qualifications attained by each of the personnel listed and must be accompanied by a copy of each person's current CWB welding certification.

#### **6.12 Project Schedule**

The Contractor must provide a preliminary project schedule to the Contracting and Technical Authorities no later than three (3) working days after contract award.

The Contractor must provide a detailed work schedule to the Contracting and Technical Authorities no later than five (5) working days before the commencement of the Work showing the commencement and completion dates for the Work in the available work period, including realistic target dates for significant events. During the Work Period the schedule is to be reviewed on an ongoing basis by the technical authority and the Contractor, updated when necessary, and available in the Contractor's office for review by Canada's authorities to determine the progress of the Work.

#### **6.13 Trade Qualifications**

The Contractor must use qualified, certificated (if applicable) and competent tradespeople and supervision to ensure a uniform high level of workmanship. The Inspection Authority may request to view and record details of the certification and/or qualifications held by the Contractor's tradespeople. This request should not be unduly exercised but only to ensure qualified tradespeople are on the job.

#### **6.14 Procedures for Design Change or Additional Work**

SACC Manual Clause B5007C Procedures for Design Change or Additional Work 2008-05-12

#### **6.15 Workers Compensation**

SACC Manual Clause A0285C Workers Compensation 2007-05-25

#### **6.16 Insurance**

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.

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**ANNEX A – REQUIREMENT**

# **HYDRAULICALLY ACTUATED SHIP'S CARGO HATCH**

## **1. GENERAL**

### **1.1. REQUIREMENT**

- 1.1.1. The Contractor must design, fabricate and deliver to the Canadian Coast Guard one (1) hydraulically actuated ship's cargo hatch as detailed herein.
- 1.1.2. The Contractor must provide design information, certification and related documentation as detailed herein.
- 1.1.3. The Contractor must deliver the completed hatch to a selected Repair Facility (RF) in British Columbia, together with all necessary assembly instructions, and test and trials procedures.

### **1.2. INSTALLATION**

- 1.2.1. The hatch will be installed on board the CCGS Sir Wilfred Grenfell by a separate contractor while the ship is under refit at a Repair Facility (RF) in British Columbia.
- 1.2.2. The installation specification reference number is: F1782-19C019 / 11.14

### **1.3. SCHEDULE**

- 1.3.1. Delivery to the selected RF in British Columbia is requested to be by 30 June 2020, however the required delivery date of the completed hatch, ready for installation at the RF, is as detailed in the Contract.
- 1.3.2. The Contractor must provide their Production Schedule which indicates the planned work periods and completion dates for the entire scope of work, broken down by major components and tasks. The schedule must indicate the planned factory acceptance trials dates (if any) and the planned shipping and delivery dates, broken down by major components, which must comply with the contract schedule.

### **1.4. CLASS CERTIFICATION**

- 1.4.1. The hatch and all associated equipment must be designed, constructed, tested and trialed, inspected and certified in accordance with the *Rules* of one of the International Association of Classification Societies (IACS) which are recognized by Transport Canada Marine Safety and Security, as follows:
  - 1.4.1.1. American Bureau of Shipping;
  - 1.4.1.2. Bureau Veritas;
  - 1.4.1.3. Class NK;
  - 1.4.1.4. DNV GL;
  - 1.4.1.5. Korean registry;
  - 1.4.1.6. Lloyd's Register; or,
  - 1.4.1.7. RINA Services, SpA.
- 1.4.2. Compliance with the *Rules* of either of the above Recognized Organizations (RO) is acceptable, provided that all of the applicable *Rules* are complied with, and that certification is provided by the selected RO. The Contractor must not commence fabrication prior to approval of the drawings by the selected RO.
- 1.4.3. The Contractor must be responsible for all fees applicable to Class Certification.

## **1.5. REGULATORY COMPLIANCE**

- 1.5.1. The hatch and all associated equipment must comply with the Canada Shipping Act (2001), the Load Line Regulations (SOR 2007-99) the Maritime Occupational Health and Safety Regulations (SOR 2010-120) and any other applicable regulations, codes and standards.
- 1.5.2. The American Bureau of Shipping (ABS) have been selected under the Delegated Ship Inspection Program (DSIP) to inspect the CCGS Sir Wilfred Grenfell on behalf of Transport Canada Marine Safety and Security (TCMSS).
- 1.5.3. The Contractor must provide all necessary design drawings and calculations, as well as access to the work site(s), for ABS to inspect and approve the Work for compliance with all applicable law, regulations, codes and standards on behalf of TCMSS. The Contractor must not commence fabrication prior to approval of the drawings by ABS on behalf of TCMSS.
- 1.5.4. The Contractor must schedule each required regulatory inspection with ABS.
- 1.5.5. The Contractor must be responsible for all fees applicable to regulatory inspection by ABS.

## **1.6. INSPECTION BY CANADA**

- 1.6.1. The Contractor must provide all necessary design drawings and calculations to the Technical Authority (TA), as defined in the Contract. The Contractor must not commence fabrication prior to approval of the drawings by the TA, on behalf of Canada.
- 1.6.2. The Work, including all tests and trials, will be subject to inspection by the Inspection Authority or an appointed Inspector, as defined in the Contract. The Contractor must provide access to the work site(s) and any necessary support, for the Inspector to inspect and approve the Work on behalf of Canada.
- 1.6.3. The Contractor must notify the Inspector at least 48 hours ahead of any classification or regulatory inspections.

## **1.7. CORRESPONDENCE**

- 1.7.1. Copies of any and all correspondence between the Contractor and their selected RO, applicable to the design, construction, testing and trialing, and certification of the Work, must be provided to the TA within 7 days of its creation or receipt.
- 1.7.2. Copies of any and all correspondence between the Contractor and ABS, when acting on behalf of TCMSS, applicable to regulatory compliance of the Work, must be provided to the TA within 7 days of its creation or receipt.
- 1.7.3. Copies of any and all completed test and trial reports must be provided to the TA within 7 days of its creation or receipt.

## **1.8. INTERPRETATION**

- 1.8.1. The words “must” or “shall” or “required” or “mandatory”, wherever they appear in this Statement of Requirements (SOR) or referenced regulations, specifications standards or codes are to be interpreted as obligations on the Contractor in the performance of the Work within the Contract Price.
- 1.8.2. In the event that there is a discrepancy in requirement between this SOR and other referenced regulations, specifications, standards or codes, then the higher standard shall apply.
- 1.8.3. References given in rectangular brackets such as [7.3.2] refer to section, subsection and paragraph numbers within this SOR.

## 1.9. SHIP'S PARTICULARS

LENGTH OVERALL	68.41	m
LENGTH BETWEEN PERPENDICULARS	59.4	m
BREADTH (moulded)	15.0	m
DEPTH (to main deck)	7.25	m
DRAFT	5.75	m
DISPLACEMENT (maximum)	3560	t
FRAME SPACING	600	mm

## 1.10. ABBREVIATIONS & DEFINITIONS

IACS	International Association of Classification Societies
Inspector	Inspection Authority or Inspector (as defined by the Contract)
RF	Repair Facility
RO	Recognized Organization - IACS member recognized by TCMSS
<i>Rules</i>	Classification Rules, Standards and Codes of one of the IACS members
TA	Technical Authority (as defined by the Contract)
TCMSS	Transport Canada Marine Safety and Security
SOR	Statement of Requirements
Work	As defined in the Contract

## 1.11. REFERENCES

No.	TITLE	Cross Reference
1	Canada Shipping Act (2001)	
2	Load Line Regulations	SOR/2007-99
3	Maritime Occupational Health and Safety Regulations	SOR 2010-120
4	Evaluation of Scantlings of Hatch Covers (etc.)	IACS Req.2011/Rev.1 2015/Corr.2 2019
5	General Re-Arrangement Guidance Plan	S37/2020/H-102

## 2. TECHNICAL REQUIREMENTS

### 2.1. GENERAL DESCRIPTION

- 2.1.1. The hatch will be installed on the main deck of the Sir Wilfred Grenfell, on the centerline between frames 27 and 34.
- 2.1.2. The hatch must be configured with two (2) transverse panels hinging forwards and clear of the hatch opening.
- 2.1.3. The hatch system must include:
  - 2.1.3.1. Hatch coamings;
  - 2.1.3.2. Hydraulic actuating cylinders and controls for opening and closing the hatch;
  - 2.1.3.3. Automatic safety holdback to secure the hatch when in the open position;
  - 2.1.3.4. Manually operated, adjustable dogs to secure the hatch in the closed position; and,
  - 2.1.3.5. Replaceable gaskets.
- 2.1.4. The effective clear opening must be not less than 3850 x 4650 mm.

## **2.2. STRUCTURE**

- 2.2.1. The hatch cover and coamings must be designed in conformance with the Canada Shipping Act (2001) and the Load Line Regulations for Position 1. The design Load must be for weather (no cargo top load) as per IACS Req.2011/Rev.1 2015/Corr.2 2019, Position 1 on the Freeboard Deck.
- 2.2.2. The minimum acceptable thickness for the coamings is 15 mm. The coamings must be designed to have a finished height of 700 mm above the main deck, however, the coamings must be supplied at 750 mm height such that the RF can trim to suit.
- 2.2.3. Side coamings must be supplied with bulwark stays arranged to land on the existing ship's structure, spaced not greater than 1200 mm and projecting 500 mm outboard. MOSH compliant safety handrail stanchion sockets must be provided on the bulwark stays P&S and on the aft coaming.
- 2.2.4. Top edge of the coamings must be suitably reinforced to protect the hatch panels, hatch runners and coamings from damage through rugged usage, such as positioning heavy deck cargo loads. Such reinforcement must be fabricated from not less than 19 mm thickness steel material achieving not less than 200 cm<sup>3</sup> effective transverse section modulus (calculated in conjunction with the coaming plates).
- 2.2.5. The hatch cover must be configured in two transverse panels, with hinges located at the forward coaming and between the panels. When opened, both panels must be clear of the deck opening.

## **2.3. MECHANICS & HYDRAULICS**

- 2.3.1. Dogging/Latching system for the hatch covers must be manual, with adjustable dogs which must be capable of providing a positive weather tight seal on replaceable gaskets.
- 2.3.2. The hydraulic actuating system must be capable of fully opening or fully closing the hatch within 2 minutes, not including time required to un-dog or re-dog the latches. The system must include all necessary hydraulic cylinders, valves and controls, and piping/hoses ready for connection to the ship's hydraulic mains.
- 2.3.3. An self-actuating safety holdback catch must be provided to assure that the hatch will be secured in the open position in a manner which precludes accidental closing under gravity alone or due to ship motions, in the event of any failure of the hydraulic system.
- 2.3.4. All hydraulic piping and valves must be 316 stainless steel (SS). All hydraulic valves must be fitted with blowout proof stems. Hydraulic hose fittings must be JIC (SAE J514).
- 2.3.5. The Contractor must provide an hydraulics piping diagram for the RF to integrate the hatch system into the ship's hydraulic mains.
- 2.3.6. If the hatch system requires drainage then such must be constructed of schedule 80 piping or equivalent.

## **2.4. CONSTRAINTS**

- 2.4.1. The ship structure provides for a specific foundation configuration which the Contractor must comply with in the design of the hatch coamings. The spacing to the outsides of the longitudinal coamings must be 4700 mm. The spacing to the outsides of the transverse coamings must be 3900 mm.
- 2.4.2. The hatch must be configured such that the hatch panels hinge forward and clear of the forward coaming such that the maximum clear opening is achieved.
- 2.4.3. The ship's hydraulic mains are available at either 800 psi or 2500 psi.

2.4.4. The available ship's power supply, if required, will be either of the following:

- 2.4.4.1. 440 volt 60 Hz 3 phase;
- 2.4.4.2. 220 volt 60 Hz 3 phase;
- 2.4.4.3. 110 volt 60 Hz 1 phase; and,
- 2.4.4.4. 110 volt 60 Hz 1 phase emergency bus.

## **2.5. PAINTING & CORROSION PROTECTION**

2.5.1. The Contractor must prepare the surface to SSPC-SP10 standard, with a surface profile of 50-75 um. The Contractor must coat all prepared steel surfaces with zinc free "weldable" primer with minimum 50 um dry film thickness according to manufacturer's instructions.

## **2.6. SPECIAL PURPOSE TOOLS**

2.6.1. The Contractor must identify any special purpose tools, not generally commercially available, which are required either for assembly, routine inspection or maintenance of the hatch. All such tools must be supplied with the hatch.

## **3. SHIPPING & DELIVERY**

3.1.1. In addition to the general requirements for shipping and delivery which are stated in the Contract, the Contractor must ensure that all components which may be subject to wear or damage through shipping are properly preserved, packaged and protected. Any damage or wear sustained through shipping must be corrected by the Contractor prior to assembly or installation on board the vessel.

3.1.2. In the case that the hatch coaming and hatch covers are to be shipped fully assembled, the assembly must be stabilized with shipping braces to assure that it remains dimensionally stable during shipping and while being fitted at the ship. The installation contractor will remove the shipping braces after installation.

3.1.3. In the case that the hatch coaming and hatch covers are to be shipped un-assembled, the Contractor must be responsible for the complete assembly of the hatch coamings and covers into a single unit ready for erection on board the ship, prior to delivery to the RF.

## **4. TESTS & TRIALS**

### **4.1. GENERAL**

4.1.1. The Contractor must conduct their own inspections, tests and trials to verify successful completion of the Work in accordance with this SOR. All discrepancies identified through the inspection, test and trials processes must be corrected prior to delivery and acceptance.

4.1.2. The Contractor must prepare and submit Tests & Trials Plans, including a description of all tests and trials to be performed, which must verify the quality of the base materials, the sufficiency of the design, fabrication and assembly including any mechanical and electrical components, and performance in accordance with all requirements of this SOR.

4.1.3. The Tests & Trials Plans must separately identify each test or trial to be performed, either by location or phase of construction, for example:

- 4.1.3.1. Production Tests & Trials;
- 4.1.3.2. Factory Acceptance Trials;
- 4.1.3.3. Site Assembly Instructions;

- 4.1.3.4. Site Acceptance Tests & Trials; and,
- 4.1.3.5. Sea Trials,

as applicable.

- 4.1.4. All tests & trials must be recorded, whether successful or if partially or completely failed. Copies of all test records must be forwarded to the Inspector within 7 days of said test or trial.
- 4.1.5. In the case that the Contractor must operate and test the Hatch Assembly at their factory in order to satisfy the selected IACS body for certification purposes, then the Technical Authority must be advised at least 14 days in advance in order to attend such trials.

## **4.2. MATERIAL TEST CERTIFICATES**

- 4.2.1. Copies of all material test certificates (Mill Certs) must be forwarded to the Inspector within 7 days of their creation or receipt.
- 4.2.2. Mill Certs for all structural materials must be provided to the satisfaction of the Inspector prior to commencement of fabrication.

## **4.3. WELD INSPECTION**

- 4.3.1. The Contractor must have 100% of all welds tested using dye penetrant testing by an independent weld inspector who is qualified to the Canadian General Standards Board (CGSB) Standard CAN/CGSB-48.9712-2014, (Qualification and Certification of Non-Destructive Testing Personnel), at Level 2 or higher.
- 4.3.2. The Contractor must have the third party NDT Inspection provider generate a report of the weld testing. This report must be provided to the TA and Recognized Organization prior to coating application.

## **4.4. SITE ASSEMBLY INSTRUCTIONS**

- 4.4.1. The Contractor must provide Site Assembly Instructions and Set-to-Work Procedures to the TA within 8 weeks of approval to proceed with fabrication.
- 4.4.2. The Site Assembly Instructions must be sufficiently detailed to assure correct and efficient assembly by the RF. These instructions must include procedures for the RF to correctly uncrate and prepare for assembly and welded, assemble and mechanically adjust or align the Work within design tolerances.
- 4.4.3. The Set-to-Work Procedures must be sufficiently detailed such that mechanical, electrical and hydraulic components will be correctly connected, terminated and prepared for operation by the RF.
- 4.4.4. Where any system tests are required to verify electrical continuity, hydraulic connections, rigging assembly or otherwise, detailed procedures must be provided. These procedures must identify all of the conditions to be satisfied, precautions to be taken, measurements to be recorded and the expected results and tolerances. A list of the required test equipment, any special tools and possible equipment adjustments must be included.

## **4.5. SITE ACCEPTANCE TESTS & TRIALS**

- 4.5.1. The Contractor must provide a Site Acceptance Tests & Trials (SAT) Plan.
- 4.5.2. The SAT Plan must include all tests and trials which must be performed in order to satisfy this SOR and in order to support certification by the selected IACS body and TCMSS. The SAT must identify all conditions, precautions, adjustments, expected test results, tolerances,

and test equipment required to verify the correct operation of the equipment, including all of its associated systems, and must demonstrate the full range of operations and all capabilities in accordance with this SOR.

- 4.5.3. The SAT Plan must be accepted by the the attending IACS Surveyor, the ABS Surveyor on behalf of TCMSS and the Inspector.
- 4.5.4. The results of the SAT tests & trials must be acceptable to the attending IACS Surveyor, the ABS Surveyor on behalf of TCMSS and the Inspector. The results of the SAT will be provided to the Contractor for inclusion in the Trials Record Booklet.

#### **4.6. FINAL INSPECTION & ACCEPTANCE**

- 4.6.1. Final Inspection must not be performed until all tests and trials have been satisfactorily completed with data available for review. The finish Work must be ready for service in all respects and any identified discrepancies must have been corrected.
- 4.6.2. The Technical Authority, or a representative of the Technical Authority, will conduct the final inspection and will advise the Contracting Authority when the Work is ready for Acceptance as per the Contract.

### **5. FIELD SERVICE REPRESENTATIVE**

#### **5.1. SEPARATE CONTRACT**

- 5.1.1. The Repair Facility (RF) will be separately responsible to engage a Field Service Representative, if required.

### **6. DOCUMENTATION**

#### **6.1. DESIGN & PRODUCTION DOCUMENTS**

- 6.1.1. Technical information including design drawings, calculations and reports, and including any relevant documents provided initially through the Contractor's bid response, must be submitted to the TA within 4 weeks of award of a Contract, for review and comment. Such technical information must be kept up to date including any changes required by either the selected RO or ABS on behalf of TCMSS, and changes required by the TA.
- 6.1.2. The Contractor must provide the Design Appraisal Document from the selected RO within 10 weeks of award of Contract.

#### **6.2. FINAL DELIVERABLE DOCUMENTATION**

- 6.2.1. Upon completion of the Work the Contractor must provide the following up to date documentation.
- 6.2.2. The originals (one paper copy in English only) of the following certificates must be provided to the TA within 2 weeks of completion of the Work:
  - 6.2.2.1. Classification Society Certification; and,
  - 6.2.2.2. ABS Notice of Compliance on behalf of TCMSS.
- 6.2.3. The Contractor must provide a consolidated test and trials record booklet (one electronic copy and two paper copies in English only) which must include the Test and Trials Plan and all completed test and trials records, all material test certificates and all welding inspection reports.

- 6.2.4. The Contractor must provide a technical reference manual (one electronic copy and two paper copies in English only) which must include:
  - 6.2.4.1. All drawings (structural, latching mechanism, hydraulics etc.);
  - 6.2.4.2. Classification Society Design Appraisal Document;
  - 6.2.4.3. Copies of Classification Society Certification; and,
  - 6.2.4.4. Copies of ABS Notice of Compliance on behalf of TCMSS.
- 6.2.5. The Contractor must provide an Operator and Maintenance Manual (one electronic copy in English and French, 2 paper copies in English and 1 paper copy in French) which must include:
  - 6.2.5.1. Operator Instructions; and,
  - 6.2.5.2. Maintenance instructions.
- 6.2.6. Paper copies of the above documents must be produced on 24 pound acid free paper, or better. Electronic copies must be in both pdf format and the original source format, either Word or Excel or Autocad, latest version.

## **7. WARRANTY**

- 7.1.1. The minimum warranty requirements are stated in the Contract.
- 7.1.2. For the purpose of installation, various components may require to be separated and subsequently reassembled. If separation and reassembly is required, this practice must not void the manufacturer's warranty.
- 7.1.3. The warranty period must commence from the in-service date of the hatch, which date shall be not earlier than successful completion of all tests and trials, rectification of any deficiencies identified at that time, and final acceptance of the Work, as per Contract.

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**ANNEX B - BASIS OF PAYMENT**

Item	Description	Unit Price	QTY	Extended Total
<b>B1 – Firm Work</b>				
1	Fabrication, supply of one Cargo Hatch in accordance with Annex A.	\$ _____		\$ _____
2	Shipping cost -Delivery - Incoterms 2000 – Delivered Duty Paid (DDP) to Victoria, BC	LOT		\$ _____
Total – Firm Work				\$ _____

Note: The “Total Estimated Cost” or “Revised Estimated Cost” given on Page 1 of the Contract or Contract Amendment includes an estimate of the Applicable Taxes [refer to the General Conditions].

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**ANNEX C - INTEGRITY PROVISIONS – LIST OF NAMES**

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors;

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2. For a Partnership, General Partnership or Limited Partnership - the names of all current partners;

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

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

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5. For an individual - the full name of the person

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## **ANNEX D - ELECTRONIC PAYMENT INSTRUMENTS**

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

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);

## ANNEX E - BID PACKAGE CHECKLIST

### E1.1 Mandatory Tender Deliverable Check List

Notwithstanding deliverable requirements specified anywhere else within this bid solicitation and its associated Requirement (Annex A), mandatory deliverables that must be submitted with the Bidder's tender to be deemed responsive, are summarized below.

The Bidder must submit a completed Annex E.

The following are mandatory and the Bidder's submission will be evaluated against the requirement as defined herein. The Bidder must be determined to be compliant on each item to be considered responsive.

No	Reference to Solicitation	Description	Condition	Document provided	Reference to Bid (Section, Page no., etc.)
1	Front page	<u>Invitation to Tender</u> document part 1 page 1 completed and signed;	Mandatory with the bid	<input type="checkbox"/>	
2	Part 3, Section I	Technical Bid	Mandatory with the bid	<input type="checkbox"/>	
3	Annex B	Basis of Payment, Completed	Mandatory with the bid	<input type="checkbox"/>	
4	Part 4 Section 4.1.1.1	Evidence of fabrication of similar goods certified by approved classification society within 5 years	Mandatory with the bid	<input type="checkbox"/>	

### E1.2 Supporting Deliverable Requirements

If the following information which supports the bid is not submitted with the Bid; it may be requested by the Contracting Authority, and it must be provided within 48 hours of the written request:

No	Reference to Solicitation	Description	Condition	Document provided	Reference to Bid (Section, Page no., etc.)
1	Article 2.4	Change to applicable law	48 hrs of written request	<input type="checkbox"/>	
2	Article 2.5	Sub -Contractor list	48 hrs of written request	<input type="checkbox"/>	
3	Article 2.6	Proof of good standing with Worker Compensation Board	48 hrs of written request	<input type="checkbox"/>	
4	Article 6.5.3	Contractor's Representatives, table completed	48 hrs of written request	<input type="checkbox"/>	
5	Annex C. article 5.1.1	Integrity Provisions – List of Names, completed	48 hrs of written request	<input type="checkbox"/>	
6	Annex D	Electronic Payment Instruments, completed	48 hrs of written request	<input type="checkbox"/>	

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**ANNEX F – MANDATORY EVALUATION CRITERIA**

<b>EVALUATION TABLE / MANDATORY TECHNICAL CRITERIA</b>			<b>Bid Identifier</b>		
<b>Requisition: F1782-20C101 / CCGS Sir Wilfred Grenfell - Cargo Hatch</b>					
<b>Item</b>	<b>SOR Ref</b>	<b>Description</b>	<b>Bid Ref Page No.</b>	<b>Comments</b>	<b>Pass / Fail</b>
<b>1</b>	1.3.2	<b>The Bidder must provide a Preliminary Production Schedule which must:</b> A Indicate the planned work periods and completion dates for the entire scope of work, broken down by major components and tasks.			
		B Indicate the planned factory acceptance trials dates (if any) and the planned shipping and delivery dates, which must comply with the proposed contract schedule.			
<b>2</b>	1.4.1	<b>The Bidder must provide the following reference information:</b> A An example certificate, issued by one of the Classification Societies identified at paragraph 1.4.1 of the SOR, which demonstrates that they have constructed a similar hatch in accordance with the Rules of that Society within the past 5 years.			

		B	At least 2 customer letters of reference, including customer contact information, which attest that a similar hatch has been installed and found to be satisfactory in service for not less than 2 years.			
3		<b>The Bidder must provide preliminary drawings (General Arrangement or Structural) which confirm that:</b>				
	2.1.2	A	The hatch will be configured with two (2) transverse panels hinging forwards and clear of the hatch opening.			
	2.1.4	B	The effective clear opening will be not less than 3850 x 4650 mm			
	2.2.4	C	The top edge of the coamings will be suitably reinforced as per paragraph 2.2.4 of the SOR.			
	2.4.1	D	The spacing to the outsides of the longitudinal coamings will be 4700 mm.			
	2.4.1	E	The spacing to the outsides of the transverse coamings will be 3900 mm.			
4		<b>The Bidder must provide preliminary system drawings, or a technical description, which confirm that:</b>				
	2.3.2	A	A self actuated safety holdback catch will be provided as per paragraph 2.3.2 of the SOR.			

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File No. - N° du dossier  
X LV-9-42191

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xl588  
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2.4.2	B	The system will be configured with the hatch panels hinged forward and clear of the forward coaming such that the maximum clear opening will be achieved.			
2.4.3	C	The hatch hydraulics will be compatible with the ship's hydraulic mains, either 800 psi or 2500 psi.			
Evaluator:		Signature:	Date:	Overall evaluation of Mandatory Criteria PASS / FAIL	