



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

**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**

**11 Laurier St. / 11, rue Laurier  
Place du Portage, Phase III**

**Core 0B2 / Noyau 0B2**

**Gatineau**

**Québec**

**K1A 0S5**

**Bid Fax: (819) 997-9776**

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

LES DESSINS ET LES ÉCHANTILLONS SONT LES MÊMES QUE DANS LE FICHIER.

DRAWINGS AND SAMPLES ARE SAME AS IN THE FILE: W8485-195530/A.

<b>Title - Sujet</b> Acq. of Parachutes, Personnel, Back	
<b>Solicitation No. - N° de l'invitation</b> W8485-195530/B	<b>Date</b> 2020-03-25
<b>Client Reference No. - N° de référence du client</b> W8485-195530	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$BY-275-27723	
<b>File No. - N° de dossier</b> 275by.W8485-195530	<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 2020-04-17</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<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> Handa, Shashi	<b>Buyer Id - Id de l'acheteur</b> 275by
<b>Telephone No. - N° de téléphone</b> (873) 469-3842 ( )	<b>FAX No. - N° de FAX</b> (819) 997-0437
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**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**

Aerospace Spares and Logistics / Pieces de rechange  
aerospaciales et logistiques

11 Laurier St. / 11, rue Laurier

8C1, Place du Portage

Gatineau

Québec

K1A 0S5

<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/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>



Destination Code - Code destinataire	Destination Address - Adresse de la destination	Invoice Code - Code bur.-comptable	Invoice Address - Adresse de facturation
D - I	Department Of National Defence 15 Westwin Ave STN Forces P.O BOX 1000 ASTFA, ON KOK 3W0 CANADA	W8485	DEPARTMENT OF NATIONAL DEFENCE NDHQ DGAEPM 101 COLONEL BY DR. OTTAWA Ontario K1A0K2 Canada



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	<p>NSN - NNO: 1670-21-864-6953            PARACHUTE, PERSONNEL, BACK            CANOPY MATERIAL: POLYAMIDE NYLON            CANOPY COLOR: OLIVE DRAB            CANOPY QUANTITY: 1            CANOPY SHAPE: CIRCULAR            CANOPY DIAMETER: 35.0 FEET NOMINAL            PACK MATERIAL: COTTON DUCK            PACK COLOR: OLIVE DRAB            HARNESS MATERIAL: POLYAMIDE NYLON            HARNESS COLOR: OLIVE DRAB</p> <ul style="list-style-type: none"> <li>This p/n is a 5-panel construction.</li> </ul> <p>NSCM/CAGE - COF/CAGE: 36376            Part No. - N° de la partie:            8828197-2            Quality Assurance No. -            N° d'assurance de qualité:            'Q'</p>	D-1	W8485	300	Each	\$	\$		See Herein	



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
2	<p>NSN - NNO: 1670-21-864-6953            PARACHUTE, PERSONNEL, BACK            CANOPY MATERIAL: POLYAMIDE NYLON            CANOPY COLOR: OLIVE DRAB ; CANOPY            QUANTITY: 1            CANOPY SHAPE: CIRCULAR            CANOPY DIAMETER: 35.0 FEET NOMINAL            PACK MATERIAL: COTTON DUCK ; PACK            COLOR: OLIVE DRAB            HARNESS MATERIAL: POLYAMIDE NYLON            HARNESS COLOR: OLIVE DRAB ;            HARNESS</p> <ul style="list-style-type: none"> <li>This p/n is a 5-panel construction.</li> </ul> <p>NSCM/CAGE - COF/CAGE: 36376            Part No. - N° de la partie:            8828197-2            Quality Assurance No. -            N° d'assurance de qualité:            'Q'</p>	D - 1	W8485	300	Each	\$	\$		See Herein	



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
3	<p>NSN - NNO: 1670-21-864-6953            PARACHUTE, PERSONNEL, BACK            CANOPY MATERIAL: POLYAMIDE NYLON            CANOPY COLOR: OLIVE DRAB            CANOPY QUANTITY: 1            CANOPY SHAPE: CIRCULAR            CANOPY DIAMETER: 35.0 FEET NOMINAL            PACK MATERIAL: COTTON DUCK            PACK COLOR: OLIVE DRAB            HARNESS MATERIAL: POLYAMIDE NYLON            HARNESS COLOR: OLIVE DRAB            HARNES</p> <ul style="list-style-type: none"> <li>This p/n is a 5-panel construction.</li> </ul> <p>NSCM/CAGE - COF/CAGE: 36376            Part No. - N° de la partie: 8828197-2            Quality Assurance No. - N° d'assurance de qualité: 'Q''</p>	D - 1	W8485	300	Each	\$	\$		See Herein	

---

**Sealed Samples will be made available to bidders for viewing in the Public Services and Procurement Canada Regional Offices. Bidders will make arrangements with these Offices to view them.**

**DRAWINGS AND SAMPLES ARE SAME AS IN FILE: W8485-195530/A**

---

## **PART 1 - GENERAL INFORMATION**

### **1.1. Security Requirements**

There is no security requirement associated with this requirement.

### **1.2. Statement of Requirement**

See page(s) detailed line item(s) description of this document.

#### **1.2.1. Note to Bidder**

The Manufacturer must be the Original equipment Manufacturer (OEM) or be approved by the OEM to manufacture the subject item(s); or that the proposed manufacturer has previously manufactured the item(s), or provide other information for the Department of National Defence (DND)'s review and acceptance to support the manufacturer's capability. Such information will be required within 48 hours of notification of the bidder or the bidder may supply the information with the bid.

#### **1.2.2. Military Aviation Replacement Parts - Condition & Certification of Deliverables End Items (A0300T, 27/04/2017)**

The following categories do not apply to standard and commercial parts. Standard parts consist of common hardware parts and raw materials, not necessarily designed for aviation use, produced to recognized industry or government specifications, which are available without proprietary limitations (such as Society of Automotive Engineers (SAE), National Aerospace Standard (NAS), Army-Navy Aeronautical Standard (AN), and Military Standard (MS) hardware items). Commercial parts consist of common non-aeronautical parts produced to recognized industry specifications and available on the commercial market. Deliverable standard and commercial parts must be in a new condition.

##### **1.2.2.1. Category #1 - New Materiel**

Deliverable end items to be manufactured or which have been manufactured but not used, which are supplied by:

- a. the owner of the design or manufacturing rights to the items; or,
- b. the authorized manufacturer or agent/distributor of the owner of the design or manufacturing rights to the items; or
- c. distributors approved by Transport Canada (TC) or accredited by the Aviation Suppliers Association, for parts that have an application to a civilian type certified aircraft; or
- d. the maintenance organizations approved/accredited by TC, the DND/Canadian Forces Technical Airworthiness Authority or repair stations certified by the Federal Aviation Administration (FAA).

##### **1.2.2.2. Deliverable End Item Grid**

Bidders must indicate the NATO Supply Code for Manufacturers or Commercial and Government Entity (NSCM/CAGE) code of the manufacturing entity under the appropriate category of the grid. For example, if a bidder is offering a Category #1 item(s), it must indicate the NSCM number & Company name under that category as per the example below.

ITEM #	CATEGORY 1 NEW MATERIAL			AIRWORTHINESS DOCUMENTATION
EXAMPLE	COF: ABC12 NOM: TPSGC			
001				
002				
003				

### 1.2.2.3. Requirements for Airworthiness Certification

The requirements for airworthiness certification do not apply to the provision of standard and commercial parts. Standard and commercial parts must be accompanied by a packing slip that identifies the name and address of the supplier, the NATO stock number, identification of the manufacturing standard (e.g. SAE, NAS, AN, MS) and/or manufacturer's part number and model number as applicable; quantity, identification of the lot or batch number if applicable; and the cure date/shelf life if applicable.

Bidders are advised that it will be a requirement for the Contractor to provide the following airworthiness documentation, for each unit of issue, within the interior packaging or attached to the good(s) of the resulting Contract to provide with each item, supplied under the resulting Contract. Note that this requirement is in addition to documentation required in support of invoice payment or other documentation requirements identified within the Contract, a Certificate of Conformance, or certified true copies as specified herein:

1. Category #1 military unique aviation replacement parts must have an Original Equipment Manufacturer (OEM) or an OEM's approved manufacturer's Certificate of Conformance, which includes all the following information:
  - a. positive identification of the item by type, class, style, grade, model, part number, description, nomenclature and/or serial number, as applicable;
  - b. either the following certification, or a similarly worded statement, signed by an authorized inspector, that satisfies the intent of the following:

I certify that the aeronautical product described here conforms to the applicable design data and is in a condition for safe operations.
  - c. Identification of both the authorized signatory and the organization.
2. Bidders must specify which one of the documents identified above will be provided for each item required to be supplied in response to the bid solicitation. (A0300T, 27/04/2017)

### 1.3. Trade Agreements

Solicitation No. - N° de l'invitation

W8485-195530/B

Client Ref. No. - N° de réf. du client

W8485-195530

Amd. No. - N° de la modif.

File No. - N° du dossier

275BY.W8485-195530

Buyer ID - Id de l'acheteur

275BY

CCC No./N° CCC - FMS No./N° VME

---

The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).

## **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>) 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** (04/03/2019) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

### **2.2. Enquiries - Bid Solicitation**

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

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

### **2.3 epost Connect service**

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

### **2.4 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.

Note: For bidders choosing to submit using epost Connect for bids closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is as below:

Bid Receiving Unit (BRU)  
11 Laurier Street, Phase III, Core 0B2  
Gatineau, QC, K1A 0S5  
Epost Connect: [tpsgc.dgareceptiondessoumissions-abbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.dgareceptiondessoumissions-abbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca)  
Fax: 819-997-9776

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.

## 2.5 Bid Preparation Instructions

Canada requests that Bidders provide their bid as follows:

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

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

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

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

- If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

---

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1.1. Exchange Rate Fluctuation

Exchange Rate Fluctuation Risk Mitigation [C3010T](#) (27/11/14)

#### Section II: Certifications

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 with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

### 3.1.2. Certifications Required with the Bid

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

#### 3.1.2.1. Integrity Provisions - Declaration of Convicted Offences

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the requirement documentation, as applicable), to be given further consideration in the procurement process.

#### 3.1.3. Certifications Precedent to Contract Award and Additional Information

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

##### 3.1.3.1. Integrity Provisions – Required Documentation

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

##### 3.1.3.2. 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 website](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)).

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

## **PART 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**

The following mandatory factors will be taken into consideration in the evaluation of each bid:

- a. comply with proposed Basis of Payment;
- b. provide, if required, manufacture and Parts Traceability for all items;
- c. provide the material condition requested in clause 1.2.2.1; and
- d. accept terms and conditions as outlined in this RFP/Contract document

#### **4.1.2. Financial Evaluation**

The price of the bid will be evaluated as follows:

- a. Canadian-based bidders must submit firm prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded.
- b. Foreign based bidders must submit firm prices, Canadian customs duties, excise taxes and Applicable Taxes excluded. Canadian customs duties and excise taxes payable by Canada will be added, for evaluation purposes only, to the prices submitted by foreign-based bidders.
- c. Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.
- d. Although Canada reserves the right to award the Contract either on an FOB plant or FOB destination, Canada requests that bidders provide prices FOB their plant or shipping point and FOB destination. Bids will be assessed on an FOB destination basis.
- e. For the purpose of the bid solicitation, bidders with an address in Canada are considered Canadian-based bidders and bidders with an address outside of Canada are considered foreign-based bidders. ([A0222T](#), 26/06/14)

### **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. ([A0069T](#), 25/05/07)

---

## PART 5 - RESULTING CONTRACT CLAUSES

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

### 5.1. Security Requirements

There is no security requirement applicable to the Contract.

#### 5.1.1 Complete Delivery

The Contractor must make the complete delivery as follows:

Item 1 First Article on or before 120 days from contract award date and Final Production to be delivered on or before March 31, 2021.

Item 2 to be delivered on or before March 31, 2022.

Item 3 to be delivered on or before March 31, 2023.  
(D0005C, 30/11/2007)

#### 5.1.2 First Article Testing and Approval

1. The Contractor will provide a complete First Article for inspection to the specification requirements prior to production. The commencement of production prior to First Article acceptance by Canada is at the sole risk of the Contractor.

2. If the first article is rejected, the Contractor must provide the shipping instructions to return the Non-compliant First Article within 48 hours after receipt of the report. Upon receipt of the First Article, the Contractor shall make any necessary changes, modification or repairs to the First Article. The Contractor shall then deliver a second and last First Article within 30 days. All costs related shall be borne by the Contractor.

3. If the Contractor fails to deliver any first article stipulated above by its due date, the Contractor shall be deemed to be in default under the contract.

In addition to the above changes and additions, the part number requested is 8828197-2 (5 panel construction) and not 8828197-1 (3 panel construction)

### 5.2. Statement of Requirement

See page(s) detailed line item(s) description of this document.

#### 5.2.1. Condition of Material – Contract (B1006C, 26/06/14)

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the bid closing date.

### 5.3. 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.

### 5.3.1. General Conditions

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

### 5.4. Term of Contract

#### 5.4.1. Complete Delivery

The Contractor must make the complete delivery within \_\_\_\_\_ calendar days from the effective date of the contract. (**D0005C**, 30/11/2007)

#### 5.4.2. Shipping Instructions

Goods must be consigned and delivered to the destination specified in the contract Incoterms 2000 "DDP Delivered Duty Paid" Astra, Ontario. (**D4002C**, 25/04/13)

**OR**

#### 5.4.3. Shipping Instructions (DND) - Foreign-based Contractors

1. Delivery will be FCA Free Carrier at \_\_\_\_\_ Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.
2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Centre by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.  
Inbound Logistics Coordination Centre (ILCC):  
Telephone: 1-877-447-7701 (toll free)  
Facsimile: 1-877-877-7409 (toll free)  
E-mail: ILHQOttawa@forces.gc.ca
3. The Contractor must provide the following information to the DND Inbound Logistics contact when arranging for shipment:
  - a. the Contract number;
  - b. consignee address (if multiple addresses, items must be packaged and labelled separately with each consignee address);
  - c. description of each item;
  - d. the number of pieces and type of packaging (e.g. carton, crate, drum, skid);
  - e. actual weight and dimensions of each piece type, including gross weight;
  - f. copy of the commercial invoice (in accordance with clause **C2608C**, section 4, of the Standard Acquisition Clauses and Conditions Manual) or a copy of the Canada Border Services Agency form C11, Canada Customs Invoice;
  - g. Schedule B codes (for exports) and the Harmonized Tariff Schedule codes (for imports);
  - h. North American Free Trade Agreement Certificate of Origin (in accordance with clause **C2608C**, Section 2) for the U.S. and Mexico only;
  - i. Full details of dangerous material as required for the applicable mode of transportation, signed Certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, or International Air Transport Association regulations or the applicable Canadian Dangerous Goods Shipping Regulations and a copy of the material safety data sheet.

4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, the marking of each piece with a Transportation Control Number and customs documentation.
5. The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.
6. If the Contractor delivers the goods at a place and time that are not in accordance with the given delivery instructions or fail to fulfil reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.
7. If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.  
(Revised [D0035C](#), 21/06/2018)

**5.4.3.** Palletization *SACC Manual* clause [D6010C](#) (30/11/07)

**5.4.4.** Wood Packaging Materials *SACC Manual* clause [D2025C](#) (17/08/17)

**5.4.5. Packaging Requirement using Specification D-LM-008-036/SF-000 ([D3018C](#), 25/09/14)**

The Contractor must prepare items 1, 2 and 3 for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification D-LM-008-036/SF-000, DND Minimum Requirements for Manufacturer's Standard Pack. The Contractor must package item number(s) 1, 2 and 3 in quantities of one by package.

**NOTE:** *Unless otherwise specified, the unit pack quantity shall not exceed 100 pieces and shall not weigh more than 25 pounds (11.3 kg).*

#### **5.4.6. Delivery Appointments**

The Contractor is required to arrange delivery appointments by contacting the Depot Traffic Section. The Department of National Defence reserves the right to refuse shipments without prior arrangement. Delivery appointments can be arranged by telephone/fax:

15 Westwin Avenue  
Astra, Ontario K0K 3W0

**5.4.7. *SACC Manual* clause [D2000C](#) (30/11/07) Marking**

#### **5.5. *SACC Manual* Clauses**

**5.5.1 End User Certificate [D0050C](#) (25/05/2007)**

**5.5.2 *SACC Manual* clause [D2001C](#) (30/11/07) Labelling**

**5.5.3 *SACC Manual* clause [D3015C](#) (25/09/14) Dangerous Goods/Hazardous Products - Labelling and Packaging Compliance**

**5.5.4 *SACC Manual* clause [D5510C](#) (17/08/2017) Quality Assurance Authority - Canadian Based Contractor**

**5.5.5 *SACC Manual* clause [D5515C](#) (11/01/10) Quality Assurance Authority (DND) - Foreign-based /United States Contractor**

**5.5.6 *SACC Manual* clause [D5540C](#) (30/05/2019) ISO 9001:2008 Quality Management Systems - Requirements (QAC Q) – applicable to items 1, 2 and 3.**

5.5.7 *SACC Manual* clause [D5606C](#) (28/11/2017) Release Documents – DND – Canadian Contractor

5.5.8 *SACC Manual* clause [D5605C](#) (11/01/10) Release Documents - DND - US Contractor

**5.5.9 Release Documents – Distribution ([D5620C](#), 16/07/12)**

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

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

National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel BY Drive  
Ottawa, ON K1A OK2  
**Attention: DAP 2-2-4-3**

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

DQA/Contract Administration  
National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel BY Drive  
Ottawa, ON K1A OK2  
E-mail: [ContractAdmin.DQA@forces.gc.ca](mailto:ContractAdmin.DQA@forces.gc.ca).

NOTE: For into-plane refuelling contracts b, c and d above are not required.

5.5.10 *SACC Manual* clause [D9002C](#) (30/11/07) **Incomplete Assemblies**

**5.5.11 Military Aviation Replacement Parts - Airworthiness Documentation ([D9010C](#), 25/02/2015)**

The Contractor shall provide the following airworthiness documentation, for each unit of issue, within the interior packaging or attached to the good(s) supplied:

**OEM Certificate of Conformance and Packing Slip**

**5.6 Authorities**

**5.6.1 Contracting Authority**

The Contracting Authority for the Contract is:

**Shashi Handa**

**Title: Supply Specialist**

Public Works and Government Services Canada  
Acquisitions Branch

Directorate: Aerospace Equipment Program Directorate

Address: 7C2, 11 Laurier Street, Place du Portage, Phase III, Gatineau, P.Q. K1A 0S5

Telephone: 873-469-3842

E-mail address: [Shashi.handa@tpsgc-pwgsc.gc.ca](mailto:Shashi.handa@tpsgc-pwgsc.gc.ca)

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

Solicitation No. - N° de l'invitation  
W8485-195530/B  
Client Ref. No. - N° de réf. du client  
W8485-195530

Amd. No. - N° de la modif.  
File No. - N° du dossier  
275BY.W8485-195530

Buyer ID - Id de l'acheteur  
275BY  
CCC No./N° CCC - FMS No./N° VME

## 5.6.2 Contractor's Representative

Name and telephone number of the person responsible for:

Delivery Follow-up		General Inquiries	
Name:		Name:	
Telephone no:		Telephone no:	
Facsimile no:		Facsimile no:	
E-mail address:		E-mail address:	

## 5.7 Payment

### 5.7.1 Basis of Payment

- 1) PRICE: Firm Unit Price
  - 2) QST/HST/GST: Extra, if applicable and payable by the consignee
  - 3) DUTY: Extra, if applicable and payable by the consignee
  - 4) \* FCA: Contractor's Plant \_\_\_\_\_
- OR**
- 4) \* DDP: Destination (Astra, Ontario, Canada)

**\* NOTE:** On front page of document and on Line Item Detail page(s) where the term FOB is listed - Read FCA or DDP as applicable. (XLDV34, 18/04/05)

### 5.7.2 Limitation of Price

SACC Manual clause ([C6000C](#), 17/08/17) Limitation of Price

### 5.7.3 SACC Manual clause [H1001C](#) Multiple Payments

### 5.7.4 SACC Manual Clauses

- 5.7.4.1 C2000C (30/11/2007) Taxes - Foreign-Based Contractors
- 5.7.4.2 C2605C (12/05/2008) Canadian Customs Duties and Sales Tax - Foreign-based Contractor
- 5.7.4.3 C2608C (30/05/2019) Canadian Customs Documentation
- 5.7.4.4 C2610C (30/11/2007) Customs Duties - Department of National Defence - Importer
- 5.7.4.5 C2801C (17/08/2017) Priority Rating - Canadian based Contractors
- 5.7.4.6 C2800C (28/01/2013) Priority Rating - Foreign-based Contractor
- 5.7.4.7 G1005C (28/10/2016) Insurance

### 5.7.5 Exchange Rate Fluctuation Adjustment (C3015C, 17/08/2017)

## 5.8 Invoicing Instructions

### 5.8.1 Invoice Distribution

1. The Contractor shall submit invoices on its own form, and shall include the following information: the date, name and address of the consignee(s), item number, quantity, part number, reference number and description, contract file, serial numbers and Client Reference Number (CRN). Invoices will be distributed as follows:

- a) The original and one copy to - Consignee
- b) One (1) copy BY EMAIL to:  
**UPON DELIVERY, please send via EMAIL copy of INVOICE and SHIPPING DETAILS**

to:

---

**Shashi.handa@tpsgc-pwgsc.gc.ca**

**OR BY MAIL TO:**

Public Services and Procurement Canada  
Land and Aerospace Equipment Procurement and Support Sector  
Aircraft Spares and Logistic Division, BY Division, 8C1 Place du Portage Phase III,  
11 Laurier Street, Gatineau, Quebec K1A 0S5  
**Attention: Shashi Handa**

**OR BY FAX TO:** (819) 997-0437, **Attention: Shashi Handa**

- c) One (1) copy to:  
National Defence Headquarters, MGEN George R. Pearkes Building  
101 Colonel BY Drive, Ottawa, ON K1A 0K2  
**Attention: DAP 2-2-4-3**
2. Canada will only make payment upon receipt of a satisfactory invoice duly supported by specified release documents and any other documents called for under the Contract.
  3. The Contractor shall not submit an invoice prior to shipment of the items to which it relates. (H5001C, 12/12/2008)

## **5.9 Certifications and Additional Information**

### **5.9.1 Compliance**

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

### **5.9.2 Federal Contractors Program for Employment Equity - Default by the Contractor**

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

### **5.10 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
- c. Line Item Description pages;
- d. the Contractor's bid

Solicitation No. - N° de l'invitation  
W8485-195530/B  
Client Ref. No. - N° de réf. du client  
W8485-195530

Amd. No. - N° de la modif.  
File No. - N° du dossier  
275BY.W8485-195530

Buyer ID - Id de l'acheteur  
275BY  
CCC No./N° CCC - FMS No./N° VME

---

## 5.11 Defence Contract

The Contract is a defence contract within the meaning of the *Defence Production Act*, R.S.C. 1985, c. D-1, and must be governed accordingly.

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*. (A9006C, 16/07/2012)

## 5.12 SACC Manual Clauses

- 5.12.1 B1202C (25/05/07) Age Control of Elastomeric Material
- 5.12.2 B4047C (25/05/07) Marking of Aircraft Hose Assembly
- 5.12.3 A0301C (25/05/07) Military Aviation Replacement Parts - Maintenance of Records

Solicitation No. - N° de l'invitation  
W8485-195530/B  
Client Ref. No. - N° de réf. du client  
W8485-195530

Amd. No. - N° de la modif.  
File No. - N° du dossier  
275BY.W8485-195530

Buyer ID - Id de l'acheteur  
275BY  
CCC No./N° CCC - FMS No./N° VME

---

## **ANNEX 'A'**

Here is the complete and most up-to-date listing of the PSPC regional offices contact information:

Sealed sample(s) (if applicable) may be viewed (by appointment only) at the following offices:  
Mon14-602-2408 FAX:

### **Public Services and Procurement Canada**

Supply Directorate  
6th floor  
1550 ave D'Estimauville  
Quebec, Que. G1J 0C7  
TEL: 418-649-2714  
FAX: 418-648-2209  
Attention: Micheline Naud  
([micheline.naud@tpsgc-pwgsc.gc.ca](mailto:micheline.naud@tpsgc-pwgsc.gc.ca))

Attention: Luc Brunet ([luc.brunet@tpsgc-pwgsc.gc.ca](mailto:luc.brunet@tpsgc-pwgsc.gc.ca))

### **Public Services and Procurement Canada**

Suite 100, 167 Lombard Avenue  
P.O. Box 1408  
Winnipeg, Manitoba R3C 2Z1 TEL:  
204-983-3774  
FAX: 204-983-7796  
Attention: Bev Laurin ([bev.laurin@tpsgc-pwgsc.gc.ca](mailto:bev.laurin@tpsgc-pwgsc.gc.ca))

### **Public Services and Procurement Canada**

Suite 480, 33 City Centre  
Drive Mississauga, Ont. L5B  
2N5 TEL: 905-615-2070 FAX  
Fax: 905-615-2023  
Attention: Rosy Gupta  
([rosy.gupta@tpsgc-pwgsc.gc.ca](mailto:rosy.gupta@tpsgc-pwgsc.gc.ca))

### **Public Services and Procurement Canada Pacific**

Region, SOSB, Industrial & Commercial Products  
219 - 800 Burrard Street  
Vancouver, B.C V6Z 0B9  
TEL: 778-788-0237 (Tamana Makhni) OR  
TEL: 604-658-2799 (Betty Chan)  
FAX: 604-775-7526  
Attention: Tamana Makhni ([tamana.makhni@tpsgc-pwgsc.gc.ca](mailto:tamana.makhni@tpsgc-pwgsc.gc.ca))  
OR  
Attention: Betty Chan ([betty.chan@tpsgc-pwgsc.gc.ca](mailto:betty.chan@tpsgc-pwgsc.gc.ca))

### **Public Services and Procurement Canada Telus**

Plaza North  
10025 Jasper Avenue, 5th Floor  
Edmonton, AB T5J 1S6  
TEL: (780) 497-3517  
FAX: (780) 497-3510 Attention:  
Nicole Boucher ([wst-paedm@tpsgc-pwgsc.gc.ca](mailto:wst-paedm@tpsgc-pwgsc.gc.ca))

### **Public Services and Procurement Canada**

Place Bonaventure, South-  
West Portal  
800 de La Gauchetière  
Street West  
7th Floor, Montreal, PQ

Solicitation No. - N° de l'invitation  
W8485-195530/A  
Client Ref. No. - N° de réf. du client  
W8485-195530

Amd. No. - N° de la modif.  
File No. - N° du dossier  
275BY.W8485-195530

Buyer ID - Id de l'acheteur  
275BY  
CCC No./N° CCC - FMS No./N° VME

---

**Public Services and Procurement Canada**

Supply Operations  
1230 Government Street, Suite 401  
P.O. Box 5000  
Victoria, B.C. V8W 2Z4 TEL: 250-363-3316  
FAX: 250-363-3344

**Public Services and Procurement Canada**

201-1800 11th Avenue  
Regina, Sask. S4P 0H8  
TEL: 306-780-6980 or 306-780-7394  
FAX: 306-780-5601

**Public Services and Procurement**

**Canada** Suite 1650 635-8th Avenue S.W.  
Calgary, AB T2P 3M3 TEL: 403-292-5757  
FAX: 403-292-4421  
Attention: Latavia Desmarais ([Latavia.Desmarais@pwgsc.tpsgc.gc.ca](mailto:Latavia.Desmarais@pwgsc.tpsgc.gc.ca))

**Public Services and Procurement Canada** 110-101, 22nd Street East

Saskatoon, Sask. S7K 0E1 TEL: 306-975-4821  
FAX: 306-975-5397  
Attention: Daisy Truong  
([Daisy.Truong@pwgsc.tpsgc.gc.ca](mailto:Daisy.Truong@pwgsc.tpsgc.gc.ca))

**Public Services and Procurement Canada**

457 Richmond Street, 6th floor  
London, Ont. N6A 3E3  
TEL: 519-645-4035  
FAX: 519-645-4306

**Procurement Canada**

10 Barter's Hill  
St-John's, Nfld. A1C 5T2 TEL:  
709-772-2971  
FAX: 709-772-4603

**Public Services  
and**

Department of National Defence  
National Defence Headquarters Printing Bureau  
45 Sacré-Coeur Blvd.  
Gatineau, Quebec  
K1A 0K2  
ATTN: DSCO 4-6-2-3  
TEL: 819-939-9052  
(Back-up number: 819-939-9058)  
FAX: 819-994-9561

**Public Services and Procurement Canada**

1713 Bedford Row, 5th Floor  
Halifax, N.S. B3J 1T3  
TEL: 902-496-5076  
FAX: 902-496-5016

Solicitation No. - N° de l'invitation

W8485-195530/A

Client Ref. No. - N° de réf. du client

W8485-195530

Amd. No. - N° de la modif.

File No. - N° du dossier  
275BY.W8485-195530

Buyer ID - Id de l'acheteur

275BY

CCC No./N° CCC - FMS No./N° VME

---

**Public Services and Procurement  
PSPC Canada**

1045 Main Street, Unit 108 3rd Floor, Lobby C Moncton, N.B. E1C 1H1

TEL: 506-851-6067

FAX: 506-851-6759 Attention: Charline MacDonald