



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC  
E-post or by Fax  
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**

<b>Title - Sujet</b> CLOTH FACIAL MASK	
<b>Solicitation No. - N° de l'invitation</b> M7594-210426/A	<b>Date</b> 2020-05-13
<b>Client Reference No. - N° de référence du client</b> M7594-210426	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PR-751-78730	
<b>File No. - N° de dossier</b> pr751.M7594-210426	<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 2020-05-28</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Doré, Catherine	<b>Buyer Id - Id de l'acheteur</b> pr751
<b>Telephone No. - N° de téléphone</b> (613) 462-1016 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<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**

Clothing and Textiles Division / Division des vêtements et  
des textiles  
L'Esplanade Laurier,  
East Tower 7th Floor  
Tour est 7e étage  
140 O'Connor, rue O'Connor,  
Ottawa  
Ontario  
K1A 0R5

<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>

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**\*\*\*Given that many people are currently working from home and in an effort to reduce the spread of the coronavirus disease (COVID-19) within communities, bidders must transmit their bid electronically using the epost Connect service or fax (819-997-9776). Paper bid will not be accepted.\*\*\***

## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirement**

There is no security requirement associated with this bid solicitation.

### **1.2 Requirement**

The "Requirement" is detailed under the Annex A of the resulting contract clauses.

### **1.3 Debriefings**

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

### **1.4 National Security Exception**

The national security exceptions provided for in the trade agreements have been invoked; therefore, this procurement is excluded from all of the obligations of all the trade agreements.

### **1.5 Canadian Content**

The requirement is limited to Canadian goods.

### **1.6 Epost Connect Service**

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

## **PART 2 - BIDDER INSTRUCTIONS**

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

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

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

The 2003 (2019/03/04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

### **2.2 Submission of Bids**

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date and time indicated in the bid solicitation using the epost Connect service or fax (819-997-9776).

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:

[tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca)

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

### **2.3 Improvement of Requirement During Solicitation Period**

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least five (5) calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

### **2.4 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

## 2.5 Applicable Laws

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

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

## 2.6 Patterns and Government Available Material (GAM)

In order to receive the patterns and Government Available Material to make the pre-award samples against this solicitation, bidders must send their request by email to the Contracting Authority ([catherine.dore@tpsgc-pwgsc.gc.ca](mailto:catherine.dore@tpsgc-pwgsc.gc.ca)) and provide the following details:

- Company Name
- Complete mailing & physical address (p.o. box numbers not acceptable)
- Area code and telephone number
- Contact name
- E-mail address
- Solicitation Number & Closing Date

It is imperative that the request be done as soon as possible to ensure timely receipt. Notwithstanding, Canada must not be held responsible for untimely release of patterns and GAM.

Before sending a request, bidders must make sure they can meet the Canadian Content requirement under section 5.2.3.1, technical requirement as per Annex B, the bid evaluation requirement under section 4.1.1 and Annex C and the delivery date requirement under section 6.4.1.

## 2.7 Patterns

A pattern as identified in Appendix A of specification G.S. 1045-383, in both sizes, will be provided to bidders who request Government Available Material (GAM). Patterns must not be duplicated or distributed. The Bidder will be provided with paper patterns.

The patterns are the property of the RCMP and should be returned with the pre-award samples. If the patterns are not returned with the pre-award samples, the patterns must be received by the RCMP from the Bidder within seven (7) calendar days upon written notice from the Contracting Authority. Failure to return the patterns within that timeframe will result in the bid being declared non-responsive. If the Bidder elects not to submit a pre-award samples, the patterns must be received by the RCMP from the Bidder within seven (7) calendar days upon written notice from the Contracting Authority. The patterns remain the property of the RCMP.

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

**Given that many people are currently working from home and in an effort to reduce the spread of the coronavirus disease (COVID-19) within communities, bidders must transmit their bid electronically using the epost Connect service or fax (819-997-9776). Paper bid will not be accepted.**

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

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

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

If the Bidder 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.

- 3.1.2 Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- 3.1.4 Canada requests that Bidders follow the format instructions described below in the preparation of their bid:
- (a) use a numbering system that corresponds to the bid solicitation;
- 3.1.5 In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, Bidders should:
- (a) 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;
- (b) 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; and
- (c) provide details of their policies and practices in relation to the following initiatives, for information purposes only:
- environmentally responsible manufacturing;
  - environmentally responsible waste disposal;
  - waste reduction;
  - packaging;
  - re-use strategies;

- recycling.

### 3.2 Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work (reference pre-award sample, Part 4, Evaluation Procedures, 4.1.1.1 Mandatory Technical Criteria).

### 3.3 Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment (reference Part 4, Evaluation Procedures, 4.1.2 Financial Evaluation).

#### 3.3.1 Electronic Payment of Invoices – Bid

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

If Annex C 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.

#### 3.3.2 Exchange Rate Fluctuation

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

### 3.4 Section III: Certifications

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

### 3.5 Section IV: Additional Information

The information required in this Section should be submitted with the bid, but may be submitted afterwards. If information is missing from the bid, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the information within the time frame provided will render the bid non-responsive.

#### 3.5.1 Origin of work

**Note to Bidders:** *this section applies only to manufacturers and subcontractor that will be doing a portion of the work (e.g. cut & sew), not manufacturers and suppliers of fabric, trim and accessories (e.g. zippers, hook & loop, etc).*

Bidders must provide the name, address and country of manufacturers of the Item, including subcontractors, to be utilized in the performance of the contract.

The following manufacturer(s)/subcontractor(s) will be utilized in the performance of the contract:

- Name and complete address of manufacturer/subcontractor: \_\_\_\_\_
- Location where work will be \_\_\_\_\_ *(please indicate the complete address if different from the address provided in a.)*
- Nature of manufacturing/subcontracting work performed: \_\_\_\_\_  
(Enter the information for each manufacturer/subcontractor)

Manufacturers/Subcontractors, other than those listed above, may not be utilized without the written permission of Canada.



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The Bidder agrees that Canada may publicly disclose the information provided with respect to the countries of origin.

Bidders must immediately inform Canada in writing of any and all changes affecting the information provided under this clause during the entire bid validity period.

### **3.5.2 Resulting Contract Information**

Bidder input is required to complete several sections under Part 6, Resulting Contract Clauses.

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

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

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

The Bidder Mandatory Capabilities Criteria, the Certificates of Compliance and Component Samples will be evaluated first under Annex C – Stage 1. If deemed compliant, the bid samples will be evaluated against the Technical Evaluation – Sample under Annex C – Stage 2. If the bidder is non-compliant at Annex C - Stage 1, the samples will not be evaluated and bid will be considered non-compliant.

###### **4.1.1.1.1 Pre-Award Samples and Supporting Documentation**

As part of the technical evaluation, to confirm a Bidder's capability of meeting the technical requirements, samples and supporting documentation as per section 4.1.1.1.1.1, 4.1.1.1.1.2 and Annex C must be submitted at time of bid closing at no charge to Canada.

The samples must be sent to the following address:

RCMP - Uniform & Equipment Program  
Design and Technical Authority Section  
440 Coventry Road (Warehouse Bldg.)  
Ottawa, Ontario, K1A 0R2

The supporting documentation must be sent electronically with the bid.

Failure to submit the required pre-award samples and supporting documentation within the specified time frame will result in the bid being declared non-responsive. The samples submitted by the Bidder will remain the property of Canada.

Government Available Material (GAM) and patterns will be provided to bidders upon request at no cost to make the pre-award samples. See section 2.6.

The Bidder must ensure that the required pre-award samples are manufactured in accordance with the technical requirement and are fully representative of the bid submitted. Rejection of the pre-award samples or supporting documentation will result in the bid being declared non-responsive.

The pre-award samples will be evaluated for quality of workmanship and conformance to specified materials and measurements. Minor observations will not be a reason to reject the samples unless, in the opinion of the technical evaluator(s), they are considered to render the item unserviceable. However, only one deviation will result in the bid being declared non-responsive.

The requirement for a pre-award samples and supporting documentation will not relieve the successful bidder from strictly adhering to the technical requirement of this Request for Proposal and any resultant contract.

#### 4.1.1.1.1.1 Supporting Documentation

The Bidder must submit the following supporting documentation:

##### **Bidder Mandatory Capabilities Criteria** - Evaluation criteria in Annex C – Stage 1

- a. Minimum of three written project summaries undertaken within the past five years.
- b. Identification of manufacturing location(s) in Canada as applicable
- c. Project schedule or timeline sufficiently detailed to provide an understanding to the Government of all activities and milestones that must occur for the delivery of the firm quantity
- d. The submission for a, b and c must not be more than 3 pages.

##### **Certificates of Compliance** - Evaluation criteria in Annex C – Stage 1

The certificates of compliance must be dated within 18 months of the solicitation posting date.

- a. Para. 4.1.3, Thread of Specification G.S. 1045-383.
- b. Para. 4.1.4.1 and 4.1.4.2, Elastic of Specification G.S. 1045-383.
- c. Para. 4.1.5, Bendable Stiffener of Specification G.S. 1045-383.

#### 4.1.1.1.1.2 Pre-award samples

The Bidder must submit the following pre-award samples:

##### **Component samples** - Evaluation criteria in Annex C – Stage 1

- a. Para. 4.1.4.1 and 4.1.4.2, Elastic, one each 10 cm in length, Specification G.S. 1045-383.
- b. Para. 4.1.5, Bendable Stiffener, 15 cm in length, Specification G.S. 1045-383.

##### **Bid samples** - Evaluation criteria in Annex C – Stage 2

A Bid Sample of each item listed below, properly identified with the size and the RCMP stock-item number, along with the additional requirements listed in Appendix B must be submitted.

1. Covid Face Covering Cloth	S/M	127222
2. Covid Face Covering Cloth	L/XL	127206

#### 4.1.1.1.2 Definitions

##### **Certificate of compliance**

A Certificate of Compliance is defined, for this document, as a signed and dated certification to confirm that a specified component or requirement adheres to the specification. The certification must be prepared, signed and dated by an official representative of the component manufacturer using company letterhead making reference to the specification number and paragraph number. It must specifically address the component or requirement and compliance can be shown by referring to a part number, by providing the component values, by providing a manufacturing data sheet to show technical compliance, or by a description stating compliance to the requirement. In-house testing is acceptable to show compliance. Copying the specification word for word is not acceptable.

A separate certificate of compliance is required for each individual component or requirement. Multiple components supplied by the same component manufacturer may be submitted on one certificate of compliance as long as the paragraph numbers and components are clearly identified. With this document, the bidder certifies that the product for which the certificate of

compliance is issued is the same product used in the bid submission, or in the pre-award samples or in the pre-production samples, or in the production units as applicable.

The Bidder is to note that copies of invoices, purchase orders, packing slips and certificates of compliance for products or components that are not manufactured by the certifier are not suitable for use as a certificate of compliance.

#### **Component Sample**

A component sample is a piece or part used in the overall construction of the item. The component requirement is indicated in the specification and the sample submitted shall adhere to the specification requirements.

### **4.1.2 Financial Evaluation**

#### **4.1.2.1 Mandatory Financial Criteria**

- a. The Bidder must submit firm unit prices in Canadian dollars, applicable taxes are excluded, DDP (Ottawa, ON) Incoterms 2000, transportation costs included, all applicable Customs Duties and Excise taxes included.
- b. The Bidder must submit firm unit pricing for all items including option quantity.

#### **4.1.2.2 Financial Evaluation Methodology**

Evaluated aggregate price will be established using the firm quantity and 100% of the option quantity. For the option, the firm unit prices for all years will be averaged and multiplied by the estimated quantity of 400,000 units. The estimated quantity is for evaluation purpose only, it is not a guarantee of usage.

#### **4.1.2.2 SACC MANUAL CLAUSE**

[A9033T](#) 2012/07/16 Financial Capability

### **4.2 Basis of Selection**

A bid must comply with all requirements of the bid solicitation and meet all mandatory technical and financial evaluation criteria to be declared responsive.

Canada reserves the right to award up to three (3) contracts to three different manufacturers.

In the event that at least three bids are responsive, the responsive bid with the lowest evaluated aggregate price will be recommended for award of a contract for 75,000 units of the firm quantity. The responsive bid with the second lowest evaluated aggregate price will be recommended for award of a contract for 50,000 units of the firm quantity. The responsive bid with the third lowest evaluated aggregate price will be recommended for award of a contract for 25,000 units of the firm quantity.

In the event that only two bids are responsive, the responsive bid with the lowest evaluated aggregate price will be recommended for award of a contract for 100,000 units of the firm quantity. The responsive bid with the second lowest evaluated aggregate price will be recommended for award of a contract for 50,000 units of the firm quantity.

In the event that only one bid is responsive, the responsive bid will be recommended for award of a contract for 150,000 units of the firm quantity.

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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.

#### **5.1.2 Ethical Procurement Certification**

The ethical considerations for procurement of apparel certification document attached to this solicitation at Annex D is incorporated by reference into, and forms a binding part of the bid solicitation. The Bidder must comply with the certification.

By submitting a bid in response to this bid solicitation, the Bidder certifies that:

- a. it has read and understands the certification attached to this solicitation;
- b. it understands that the eight fundamental human and labour rights laid out in the certification document must be complied with or the bid may be declared non-responsive, or Canada may terminate any resulting contract for default.

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

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

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

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

### 5.2.3 Additional Certifications Precedent to Contract Award

#### 5.2.3.1 Canadian Content Certification

5.2.3.1.1 SACC Manual clause [A3050T](#) (2014/11/27) Canadian Content Definition

##### Rules of Origin - Apparel

With reference to the Canadian Content Certification clause, apparel goods are considered to be Canadian goods according to the North American Free Trade Agreement Rules of Origin as follows:

Apparel goods classified in Chapters 61 and 62 of the Harmonized System that are both cut (or knit to shape) and sewn in Canada will be considered Canadian goods.

##### Canadian Content Certification

This procurement is limited to Canadian goods.

The Bidder certifies that:

the goods offered are Canadian goods as defined in paragraph 1 of clause A3050T.

##### Plant Location

Items will be manufactured at: \_\_\_\_\_

#### 5.2.3.2 Sample and Production Certification

The Bidder certifies that:

the manufacturer that produced the pre-award samples will remain unchanged for the full production of the contract quantity; and

the components that are used in the pre-award samples will remain unchanged for full production of the contract quantity.

## PART 6 - RESULTING CONTRACT CLAUSES

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

This contract is being put in place by Canada as part of its response to the COVID-19 pandemic.

### 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

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

### 6.4 Term of Contract

#### 6.4.1 Delivery Date

##### Delivery - Firm Quantity - Phased

The delivery of the firm quantity must be completed within 30 calendar days from the effective date of the Contract and receipt of Government Available Material (GAM).

##### Delivery - Option Quantity

The delivery of the option quantity must commence within \_\_\_\_\_ calendar days from receipt of the contract amendment, receipt of Government Available Material (GAM) and after final delivery of the contract quantity. The quantity delivered must be \_\_\_\_\_ units. The balance must be shipped at a rate of \_\_\_\_\_ units weekly after the first delivery until completion of the option quantity.

#### 6.4.1.1 Shipping Instructions - Delivery at Destination

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

- (a) Delivered Duty Paid (DDP) (Ottawa, ON) Incoterms 2000 for shipments from commercial contractor.

#### 6.4.1.2 Packaging, Marking, Rejected Goods, Overrun and Underrun

##### Packaging

Packing must be in accordance with standard commercial practice to ensure safe delivery at destination.



### **Marking**

RCMP Stock Item Numbers are a requirement solely of the purchaser and should not interfere with the manufacturer's normal sizing or marking procedures. Inability to provide the detail as stated below must be indicated hereafter:

- (a) Size, quantity and RCMP Stock Item Number to be indicated on single unit package, when specified.
- (b) Sizes, quantities and RCMP Stock Item Numbers to be indicated on carton.
- (c) Proper shipping documents must accompany each shipment. Packing slips must include the contract number, item description, size, RCMP stock item number and quantity per size being shipped.

### **Rejected Goods**

If any goods are rejected and are sold to commercial outlets, all RCMP markings and insignia must be removed before being turned over to the purchaser.

### **Overrun/Underrun**

The quantities stated herein represent the quantities to be delivered in satisfaction of this requirement/contract. No overruns or underruns will be permitted. However, should the contractor experience an overrun, they must provide the details in writing to the Contracting Authority only after contracted quantities have been accepted by the RCMP. At their discretion, the Government may consider all or part of the overruns at a discount from the firm price on the original contract. Any unauthorized overruns will be returned to the contractor at their expense.

## **6.5 Authorities**

### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Catherine Doré  
Public Works and Government Services Canada  
Acquisitions Branch  
Commercial and Consumer Products Directorate (CCPD)  
Clothing & Textiles Division  
L'Esplanade Laurier, East Tower 7th Floor  
140 O'Connor, Street, Ottawa, Ontario  
K1A 0R5 Canada  
Telephone : 613-462-1016  
E-mail address: catherine.dore@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.

### **6.5.2 Technical Authority**

The Technical Authority for this Contract is:

#### **Mailing/Shipping Address**

RCMP - Uniform & Equipment Program  
Design and Technical Authority Section  
440 Coventry Road (Warehouse Bldg.)

Ottawa, Ontario K1A 0R2

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

### 6.5.3 Contractor's Representative

The person responsible for :

#### General enquiries

Name: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Facsimile No.: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

#### Delivery follow-up

Name: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Facsimile No.: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment – Firm Unit Prices

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 A for a cost of \$ (amount to be inserted at contract award). Customs duties are included and Applicable Taxes are extra.

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

### 6.6.2 SACC Manual Clauses

[H1001C](#) 2008/05/12 Multiple Payments

### 6.6.3 Electronic Payment of Invoices – Contract

(To be advised at contract award)

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

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

## 6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - (a) One copy marked original must be forwarded to the following address for certification and payment:

Royal Canadian Mounted Police  
Proc. Mat. & Asset Mgmt. Branch  
Email: *(to be inserted at contract award)*
  - (b) One (1) copy must be forwarded by email to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

**6.8 Insurance**  
SACC Manual clause [G1005C](#) (2016/01/28) Insurance

**6.9 Certifications and Additional Information**

**6.9.1 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.

**6.9.2 SACC Manual Clauses**  
[A3060C](#) 2008/05/12 Canadian Content Certification

**6.10 Applicable Laws**

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

**6.11 Priority of Documents**

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

- a) the Articles of Agreement;
- b) the general conditions [2030](#) (2018/06/21), General Conditions - Goods (Higher Complexity);
- c) Annex A, Requirement;
- d) Annex B, Specification;
- e) Patterns;
- f) Viewing Sample;
- g) the Contractor's bid dated \_\_\_\_\_.

**6.12 Materials: Contractor's Total Supply and Government Available Material**

The Contractor will be responsible for obtaining all materials required in the manufacture of the items specified, including those materials specified as being Government available and which must be purchased from the Government. The delivery stated herein allows the necessary time to obtain such materials.

**6.13 Plant Closing**

The Contractor's plant closing for Christmas and Summer holidays are as follows. During this time there will be no shipments.

2020-2021

Summer Holiday FROM \_\_\_\_\_ TO \_\_\_\_\_  
Christmas Holiday FROM \_\_\_\_\_ TO \_\_\_\_\_

2021-2022

Summer Holiday FROM \_\_\_\_\_ TO \_\_\_\_\_  
Christmas Holiday FROM \_\_\_\_\_ TO \_\_\_\_\_

2022-2023

Summer Holiday FROM \_\_\_\_\_ TO \_\_\_\_\_  
Christmas Holiday FROM \_\_\_\_\_ TO \_\_\_\_\_

**6.14 Plant Location**

Items will be manufactured at: \_\_\_\_\_

**6.15 Subcontractor(s)**

The following subcontractor(s) will be utilized in the performance of the contract.

Name of Company: \_\_\_\_\_

Location: \_\_\_\_\_

Value of subcontract: \$ \_\_\_\_\_

Nature of subcontracting work performed: \_\_\_\_\_

Subcontractors, other than those listed above, may not be utilized without the written permission of Canada.

**6.16 Ethical Apparel**

The ethical procurement certification incorporated into the bid solicitation on its closing date is incorporated into, and forms a binding part of the Contract. The Contractor must ensure continuous compliance with the provisions of the ethical procurement certification that was signed during the bidding process throughout the duration of the contract.

The origin of work clause incorporated into the bid solicitation on its closing date is incorporated into, and forms a binding part of the Contract. It is the Contractor's responsibility to ensure continuous accuracy with the origin of work information provided with their bid and must immediately inform Canada in writing of any and all changes affecting the information provided under the origin of work clause during the entire contract period. The certification is subject to verification by Canada at any given time during the period of the contract. If the certification is found to be untrue Canada may declare a bid non-responsive or may declare a contractor in default, whether made knowingly or unknowingly during the bid evaluation period or during the contract period. The continuing obligation to maintaining this certification is a material obligation of the Contract.

**6.17 Patterns**

The electronic patterns either in individual sizes or as a graded nest will be provided by the RCMP to the Contractor following contract award if required. The patterns are the property of the

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RCMP and the paper patterns must be returned directly to the RCMP or the electronic files must be deleted upon completion of the contract.

#### **6.18 Technical Requirements during Production**

The RCMP has the right to request one or more Production Sample(s), Certificate(s) of Compliance, Component Sample(s) at its discretion at any time during the contract period in order to ensure technical compliance with the requirements of the Contract. This request will be done in writing by the Contracting Authority. Rejection by the Technical Authority of one or more Production Sample(s), Certificate(s) of Compliance, Component Sample(s), for failing to meet the Contract requirements will be grounds for termination of the Contract for default. The Production sample(s), certificate(s) of compliance, Component Sample(s) submitted by the Contractor will remain the property of Canada.

## ANNEX A - REQUIREMENT

### A.1. TECHNICAL REQUIREMENT

The Contractor is required to provide Canada for the Royal Canadian Mounted Police (RCMP) with Cloth Facial Mask in accordance with the specification G.S. 1045-383 dated 2020-05-11 (Annex B), patterns and viewing sample.

### A.2 ADDRESSES

Destination Address
Royal Canadian Mounted Police National Warehouse 1230 Old Innes Road, Unit 7 Ottawa, Ontario K1B 3V3

### A.3. DELIVERABLES

#### CONTRACT QUANTITY

##### Firm Quantity

Item	Description	Unit of Issue	Destination	Firm Quantity	Firm Unit Price in CAD, DDP, Transportation costs included, Applicable taxes extra
1	Cloth Facial Masks	Each	Ottawa, ON	150,000	\$ _____

##### Size roll-Firm quantity

Stock number 127222 - Covid Face Covering Cloth - Small/Medium : 45,000 units  
Stock number 127206 - Covid Face Covering Cloth - Large/X-large : 105,000 units

#### OPTION

Item	Description	Unit of Issue	Destination	Firm Unit Price in CAD, DDP, Transportation costs included, Applicable taxes extra		
				Year 1	Year 2	Year 3
2	Cloth Facial Masks	Each	Ottawa, ON	\$ _____	\$ _____	\$ _____

Size roll to be provided when option is exercised.

Year 1: Prices if exercised within 12 months from contract award date.

Year 2: Prices if exercised from 13 to 24 months from contract award date.

Year 3: Prices if exercised from 25 to 36 months from contract award date.

### A.4 OPTION QUANTITY - Identified as Item 2

The Contractor grants to Canada the irrevocable option to acquire the goods described under item 2 under the same terms and conditions and at the prices stated in the Contract. The option may only be

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exercised by the Contracting Authority for a minimum of 20,000 units per amendment up to a maximum of 400,000 units for all amendments in total and will be evidenced through a contract amendment.

The Option can be exercised at Canada's sole discretion. Canada is not obliged to exercise any options to acquire the goods described under item 2 and this Contract does not represent a commitment to purchase such goods from the Contractor.

The Contracting Authority may exercise the option within 36 months after contract award date by sending a written notice to the Contractor.

Multiple amendments may result.

#### **A.5 GOVERNMENT AVAILABLE MATERIAL (GAM)**

The following government available material is required for the manufacture of these items and must be purchased from the RCMP.

The Contractor must purchase, within one (1) working days following the date of contract award, sufficient materials from the Royal Canadian Mounted Police for the production of the firm quantity.

9135-000 – Cloth, Shirting, Polyester/Cotton - \$7.09/m

9155-000 – Cloth, Plain Weave, Poly/Cotton - \$6.99/m

One meter of each fabric produces approximately 40 masks.

The material must be paid in advance of shipment by certified cheque (please add the applicable taxes). Make the certified cheque payable to Receiver General for Canada. The certified cheque must be forwarded to the RCMP, Uniform and Equipment Program, Warehouse Building, 440 Coventry Road, Ottawa, Ontario K1A 0R2, Attn: Planning & Accounting Section.

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## **ANNEX B - SPECIFICATION**

See attached.



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## **ANNEX C – EVALUATION GRID**

See attached.

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## **ANNEX D to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

*As indicated in Part 3, clause 3.1.2, the Bidder must identify which electronic payment instruments they are willing to accept for payment of invoices.*

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

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

## **ANNEX E TO PART 5 OF THE BID SOLICITATION**

### **ETHICAL CONSIDERATIONS FOR PROCUREMENT OF APPAREL CERTIFICATION**

The Bidder certifies the following:

1. Child labour

The Bidder and its first-tier subcontractors do not employ child labour, i.e. work done by children who are younger than the minimum age for admission to employment indicated in applicable legislation in the country, and no younger than the age at which compulsory schooling has been set in applicable legislation in the country. In any event, children are protected from economic exploitation and from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral or social development. Employees younger than 18 shall not perform hazardous work, which includes work that may jeopardize their health, safety or morals.

2. Forced labour

The Bidder and its first-tier subcontractors do not use forced labour or compulsory labour in all its forms, including trafficking in persons for the purpose of forced or compulsory labour, namely any work or service that is exacted from any person under the menace of any penalty, and for which that person has not offered himself or herself voluntarily.

3. Abuse and harassment

The Bidder and its first-tier subcontractors treat their employees with dignity and respect. No employees shall be subject to any physical, sexual or verbal harassment, abuse or violence or psychological hazards. Corporal punishment is not used or tolerated in any form.

4. Discrimination

The Bidder and its first-tier subcontractors do not discriminate against their employees in hiring practices or any other term or condition of work (other than legitimate occupational requirements allowed by law) on the basis of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, disability or conviction of any offence for which a pardon has been granted or in respect of which a record of suspension has been ordered.

5. Freedom of association and collective bargaining

Where provided for by law, the Bidder and its first-tier subcontractors shall recognize and respect the right of employees to freely associate, organize and bargain collectively with their employer. No employee or worker representative shall be subject to discrimination, harassment, intimidation or retaliation as a result of his or her efforts to freely associate, organize or bargain collectively.

Where the right to freedom of association is restricted under law, the Bidder and its first-tier subcontractors must provide workers alternative means of association, including effective means to express and remedy workplace grievances.

#### 6. Occupational safety and health

The Bidder and its first-tier subcontractors provide workers with a safe and healthy work environment and, at minimum, comply with local and national health and safety laws. If residential facilities are provided to workers, they are safe and healthy.

#### 7. Fair wages

The Bidder and its first-tier subcontractors provide wages and benefits which comply with all applicable laws and regulations and which match or exceed the local prevailing wages and benefits in the relevant industry or which constitute a living wage, whichever provides greater wages and benefits. Where compensation does not provide a living wage, the Bidder and its first-tier subcontractors shall ensure that real wages are increased annually to continuously close the gap with living wage.

#### 8. Hours of work

Except in extraordinary circumstances, the Bidder's and its first-tier subcontractors' employees are not required to work more than the lesser of (a) 48 hours per week and 12 hours overtime per week, or (b) the limits on regular and overtime hours allowed by the law of the country of manufacture.



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Doc. no: G.S. 1045-383

Date: 2020-05-11

## Specification

### Cloth Facial Mask

This document has 14 pages including the drawings.

This document was created in English.

The document is available in English and French.

English/Anglais  
Français/French

The photograph on this page is for reference only.





## **RCMP VIEWING SAMPLE**

A viewing sample, when available, will be supplied to the successful bidder.

This will be used for the guidance of the manufacturer in all factors not covered by this specification or referred to therein. Variation from the specification may appear in the sample in which case the specification must govern.

It may be obtained from:

Royal Canadian Mounted Police  
ATTN: Uniform and Equipment Program  
(440 Coventry Road, Warehouse Building)  
73 Leikin Drive  
Ottawa, Ontario  
K1A 0R2

It will be sent “prepaid” and is to be returned “prepaid”.

The viewing sample must be returned to the RCMP in the same condition as received by the manufacturer. Lost or damaged viewing samples must be replaced by an identical item or the RCMP must be reimbursed for the cost of an acceptable replacement.

**SPECIFICATION**  
**Cloth Facial Mask**

1. **Definitions**

- 1.1 This specification must govern the manufacture and inspection of the Cloth Facial Mask. The specific item covered under this specification with stock number is as follows:
- i. 127222 Covid Face Covering Cloth / Couvre-visage en tissu pour la Covid – Small/Medium – Petit/Moyen
  - ii. 127206 Covid Face Covering Cloth /Couvre-visage en tissu pour la Covid – Large/X-Large– Grand/T Grand
- 1.2 This specification, drawing, patterns, viewing sample, or other information issued in connection therewith, may only be used for specific enquiries, solicitations, or orders placed on behalf of the Royal Canadian Mounted Police.
- 1.3 This specification supersedes all previous specifications for RCMP Cloth Facial Mask.
- 1.4 This specification has been translated into French from this original English language document.

2. **Applicable Specifications**

- 2.1 The following publications are applicable to this specification and to the issues in effect on the date of the solicitation, unless otherwise specified.
- 2.2 **General Services Administration – US Government**  
Commercial Item Description  
A-A-50199A Thread, Polyester Core, Cotton or Polyester-Covered
- 2.3 **Royal Canadian Mounted Police Specification (RCMP)**  
G.S. 1045-371 Cloth, Plain Weave, Poly Cotton  
G.S. 1045-009 Cloth, Polyester Cotton Poplin

3. **General Requirements**



- 3.1 The article or material covered by this specification must be free from material and manufacturing defects that may affect its appearance or serviceability. In all particulars not covered by this specification or contract documents, production must be equivalent in all respects to the viewing sample.
- 3.2 **Design** – The Cloth Facial Mask is a non-medical face covering that fits snugly but comfortably against the side of the face and cover the mouth and nose, with two layers of fabric, and be secured with ear loops and centre back elastic to allow for breathing without restriction for a range of tasks from sedentary (desk work) to heavy exertion (filling sand bags). It must be able to be laundered and machine dried without damage or change of shape. In all particulars not covered by this specification, the cloth facial mask must conform to the drawings, patterns and viewing sample. Exhalation or inhalation valve(s) are not required.

#### 4. **Detail Requirements**

##### 4.1 **Components**

- 4.1.1 **Shell Material** – The shell material is RCMP stock item number 9155-000, Cloth, Plain Weave, Poly/Cotton, navy in colour and must be purchased from the RCMP.
- 4.1.2 **Lining Material** – The lining material is RCMP stock item number 9135-000, Cloth, Shirting, Polyester/Cotton, white in colour and must be purchased from the RCMP.
- 4.1.3 **Thread** – The thread must be polyester wrap, polyester core, Tex 40, Type II in dark navy to match the shell material, meeting the US Government Commercial Item Description A-A-50199A.
- 4.1.4 **Elastic** – The elastic for both widths may be in white or black however, both elastics must be in the same colour.
- 4.1.4.1 **Elastic – Ear Loops** – The elastic must be a knitted elastic, with a composition of at least 60% polyester blended with rubber and a soft finish. The elastic may be white or black in colour, 6 mm wide with a stretch and recovery as per component viewing sample. Narroflex #NF01-6mm has been known to meet the requirements.
- 4.1.4.2 **Elastic – Centre Back Loop** – The elastic must be a knitted elastic, with a composition of at least 55% polyester blended with rubber and a soft finish. The elastic may be white or black, 10 mm wide with a stretch and recovery as per

component viewing sample. Narroflex #NF824-10mm has been known to meet the requirements.

- 4.1.5 **Bendable Stiffener** – The bendable stiffener must be between 0.35 cm and 0.66 cm thick and cut to 10.2 cm long. Colour may be clear, white or black.
- 4.2 **Size and Dimensions** – The Cloth Facial Mask must be supplied in the sizes specified by the RCMP and to the dimensions given in the scale of measurements, patterns and drawings.
- 4.3 **Construction**
- 4.3.1 **Stitching** – All stitching must be lockstitch. There must be not less than three or more than four stitches per centimetre. The beginning and ending of all stitching must be securely backstitch tacked, unless secured by other stitching. All other seams and stitching must be lockstitch or lock chain stitch.
- 4.3.2 **Mask** – The mask must be constructed of shell material specified in para. 4.1.1 and lined with lining material specified in para. 4.1.2. The face mask design must include a nose pinch inserted on the top centre portion of the mask as specified in para 4.3.3. The nose pinch must be sewn as close as possible to the edge seam. There must be two pieces of elastic specified in para. 4.1.4.1 cut  $18.5 \text{ cm} \pm 0.5 \text{ cm}$  long for the ear loops. Each elastic must be inserted into the top and bottom corner on each side of the mask with the elastic inserted so that it lays flat and does not twist. The two layers must be seamed together leaving an opening 5-8 cm long at the bottom for turning out. Once turned out, work the corners out and press ensuring that the lining does not show from the front. At the top (edge with nose pinch), top stitch using a 3 mm gauge gradually transitioning to 5 mm around the nose pinch and back to 3 mm. From the front view, there must be three pleats 1 cm deep on each side of the mask folded down towards the bottom of the mask. The fold of each pleat must be equally distributed on the side height as per drawing 3. The remaining sides and bottom must be topstitched using a 3 mm gauge.
- 4.3.3 **Nose Pinch** – The nose pinch must be made of commercial bendable stiffener as specified in para. 4.1.5. The nose pinch wire must be wrapped with lining material specified in para 4.1.2. The bendable stiffener must be placed in the centre of the lining and the ends folded toward the center and then the top and bottom folded together and stitched. The covered nose pinch must be centred at the top middle portion of the mask. The mask must be able to be adjusted to fit closely over the nose, cheeks and chin to ensure a sufficient sealing of the user's face.

- 4.3.4 **Centre Back Elastic** – The centre back elastic must be as specified in para. 4.1.4.2. It must be cut 18.5 cm ± 0.5 cm long. Attach the elastic around each ear loop forming a free moving loop. Stitch using a 1.5 cm length to secure to the ear loops.
- 4.3.5 **Packaging Label** – There must be four masks packaged together in a commercially acceptable poly bag with the following information printed clearly and legibly. The packaging label must contain the following information in English and French:
1. Item name in English as written in Para. 1.1.
  2. Item name in French as written in Para. 1.1.
  3. RCMP stock number - reference contract documents. (Ex. 127222)
  4. Size of the article, combining the size designation referenced in the English and French contract documents. (Ex: Large/X-Large/Grand/T-Grand)
- 4.3.6 **Instruction Sheet** – Each package of four masks must have an instruction sheet with the following care instructions folded and inserted into the poly bag.

Machine wash - hot (40°C)	Laver à la machine – à l'eau chaude (40°C)
<b><u>Do Not use</u></b> fabric softener or chlorine bleach	<b><u>Ne pas utiliser</u></b> d'agent adoucissant ni d'agent de blanchiment
Tumble dry- medium ( <b><u>Do Not use</u></b> dryer sheets)	Sécher par culbutage – à moyenne température ( <b><u>Ne pas utiliser</u></b> d'assouplissant en feuilles)
Steam iron - medium	Repassage à vapeur - à température moyenne

## 5. **Quality Assurance Provisions**

- 5.1 **Responsibility for Inspection** – Unless otherwise stipulated in the Contract, it is the Contractor's responsibility to satisfy the RCMP, Uniform and Equipment Program that the material and services being supplied conform to this specification. This may be accomplished by performing the tests specified in this specification or by demonstrating to the satisfaction of the RCMP, Uniform and Equipment Program that conformity to this specification of manufacturing processes is assured. The Contractor must use a commercial testing establishment acceptable to the RCMP, Uniform and Equipment Program.
- 5.2 The RCMP, Uniform and Equipment Program reserves the right to perform any inspection considered necessary to ensure the material and services conform to the specified requirements. For the purpose of inspection, a portion of each delivery not

exceeding two percent or two out of any number delivered under 100 may be put to tests that could destroy the articles. If found to be inferior or not in accordance with this specification, all articles so destroyed must be replaced by others of proper quality and pattern at the expense of the Contractor. The entire delivery may also be rejected if it is found that articles previously rejected due to non-repairable defects are redelivered for inspection.

- 5.3 The contractor will be promptly notified when any articles are not accepted and such articles will be returned at the contractor's risk and expense.

6. **Scale of Measurement Definitions and Location References**

(Refer to the Scale of Measurements and Drawing No. 1 and 2).

- 6.1 **Width** – When placed flat, the width is measured along the long side from edge to edge. (A).
- 6.2 **Height** – When the mask is open, the height is measured at the centre from the top to the bottom edge. (B).
- 6.3 **Side Height** – When placed flat, the side height is measured at the side from the top to the bottom edge. (C).
- 6.4 **Ear Loop** – The ear loop is measured from edge to edge of the exposed elastic. (D).

<b>Scale of Measurements – Cloth Facial Mask</b>				
Size Designation	Width	Height	Side Height	Ear Loops
Small/Medium	19.0	14.0	7.0	17
Large/X-Large	20.5	15.8	8.9	17
Tolerance $\pm$	0.8 cm	0.8 cm	0.8 cm	0.8 cm
Measurement Location	A	B	C	D

**NOTE:** All dimensions are in centimeters unless otherwise indicated.

## APPENDIX A

### Sealed Pattern Identifier

Pattern Title: Cloth Facial Masks

Patterns - Patterns are available from the RCMP, Uniform and Equipment Program. The full set of patterns in individual sizes will be provided to the successful bidder after the contract is awarded. The bidder will receive the files electronically in a .DXF format unless paper is requested.

The patterns include seam allowances, drill holes and/or placement templates. All pieces must be cut in the direction indicated on the grain line of the pattern pieces. The scale of measurements indicates the finished mask measurements however the patterns may not reflect the same measurements. The manufacturer is responsible for making changes to the pattern, if necessary, in order to meet the scale of measurements, adjust for shrinkage/stretch and/or to suit the production process, however, the design and grade must not be affected or changed.

All patterns are the property of the RCMP and must be returned upon completion of the contract. Electronic patterns must be deleted from the Contractor's files.

Pattern Pieces: 3 pattern components per file.

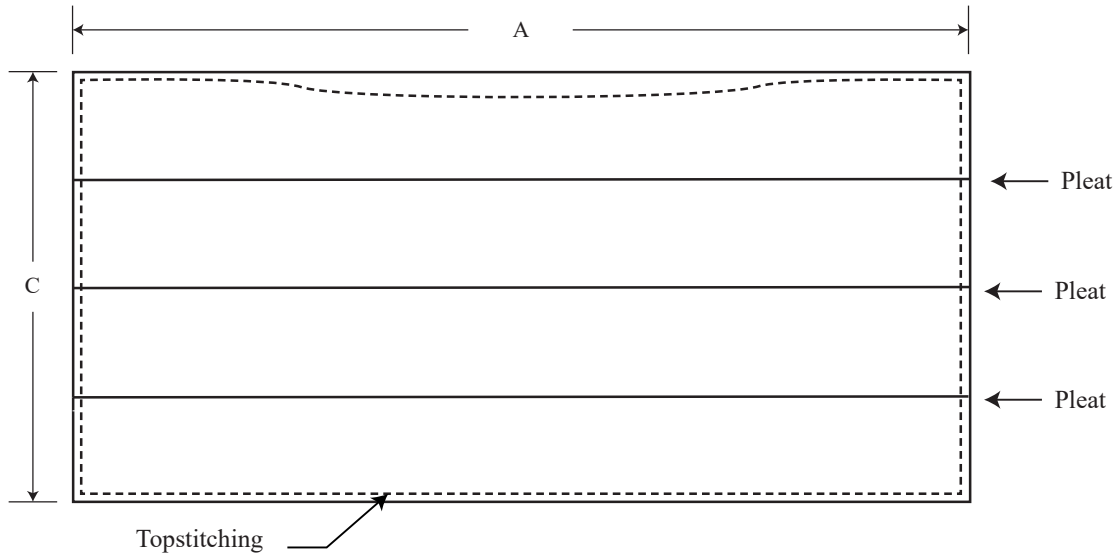
<b><u>Legend:</u></b>	
Shell Material	= Para. 4.1.1
Lining Material	= Para. 4.1.2
Cut 1 Single	= Cut 1

<b>Pattern Components</b>	<b>Nomenclature</b>	<b>Quantity to be cut</b>	<b>Material</b>
# 1 of 3	Face Mask – Outer Layer	1 Single	Shell Material
# 2 of 3	Face Mask – Inner Layer	1 Single	Lining Material
# 3 of 3	Nose Pinch Cover	1 Single	Lining Material

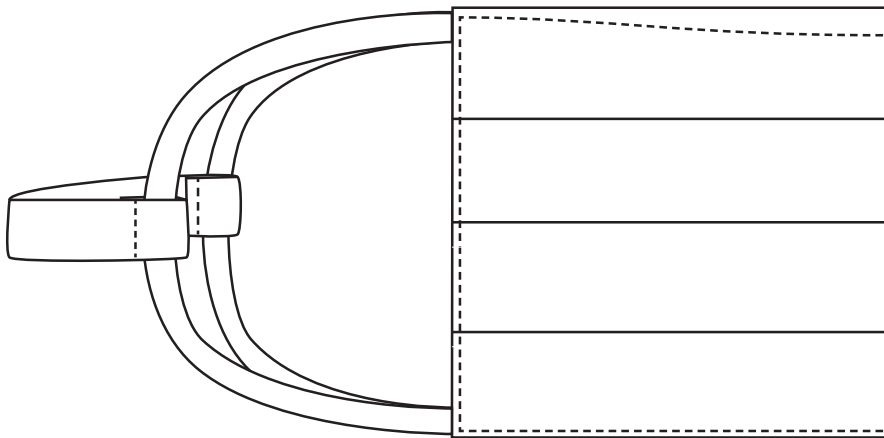
# Drawing 1

G.S. 1045-383

Cloth, Facial Mask



**Front View**  
**Flat with pleats closed**



**Side View**  
**Flat with pleats closed**

NOT TO SCALE

All measurements are shown in centimeters.

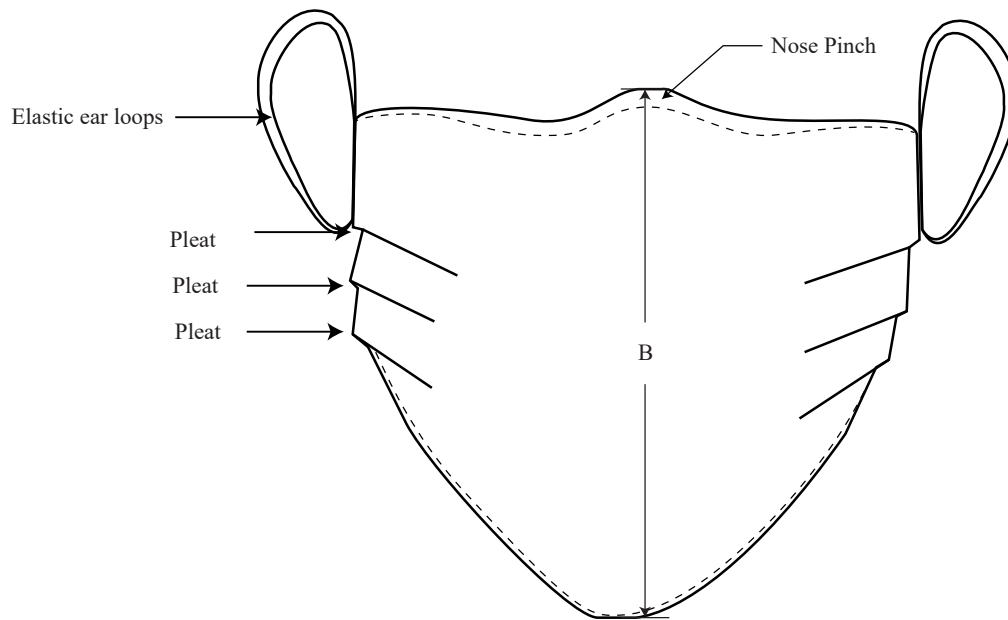
± 0.8 cm tolerance acceptable unless otherwise indicated.



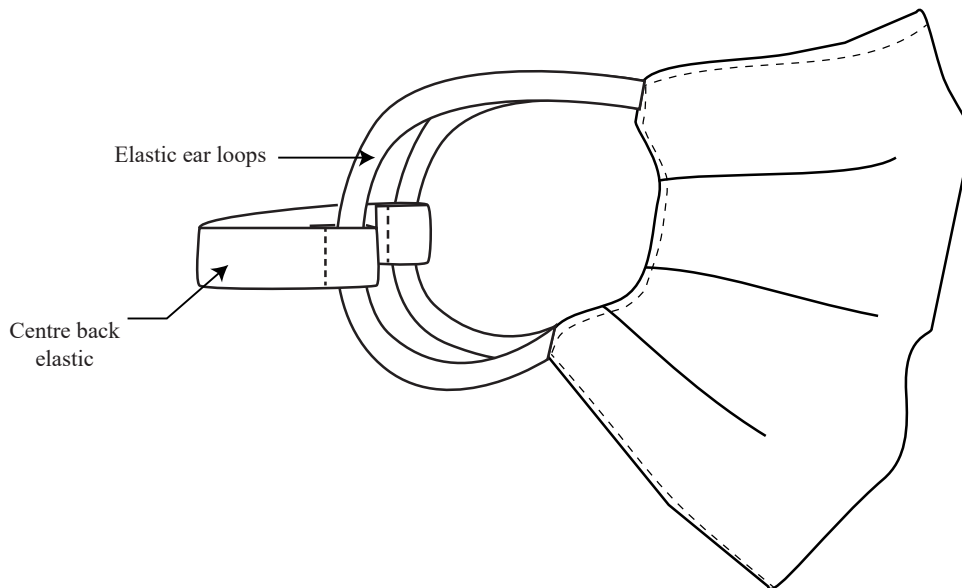
# Drawing 2

G.S. 1045-383

Cloth, Facial Masks



**Front View  
As worn**



**SideView  
As worn**

NOT TO SCALE

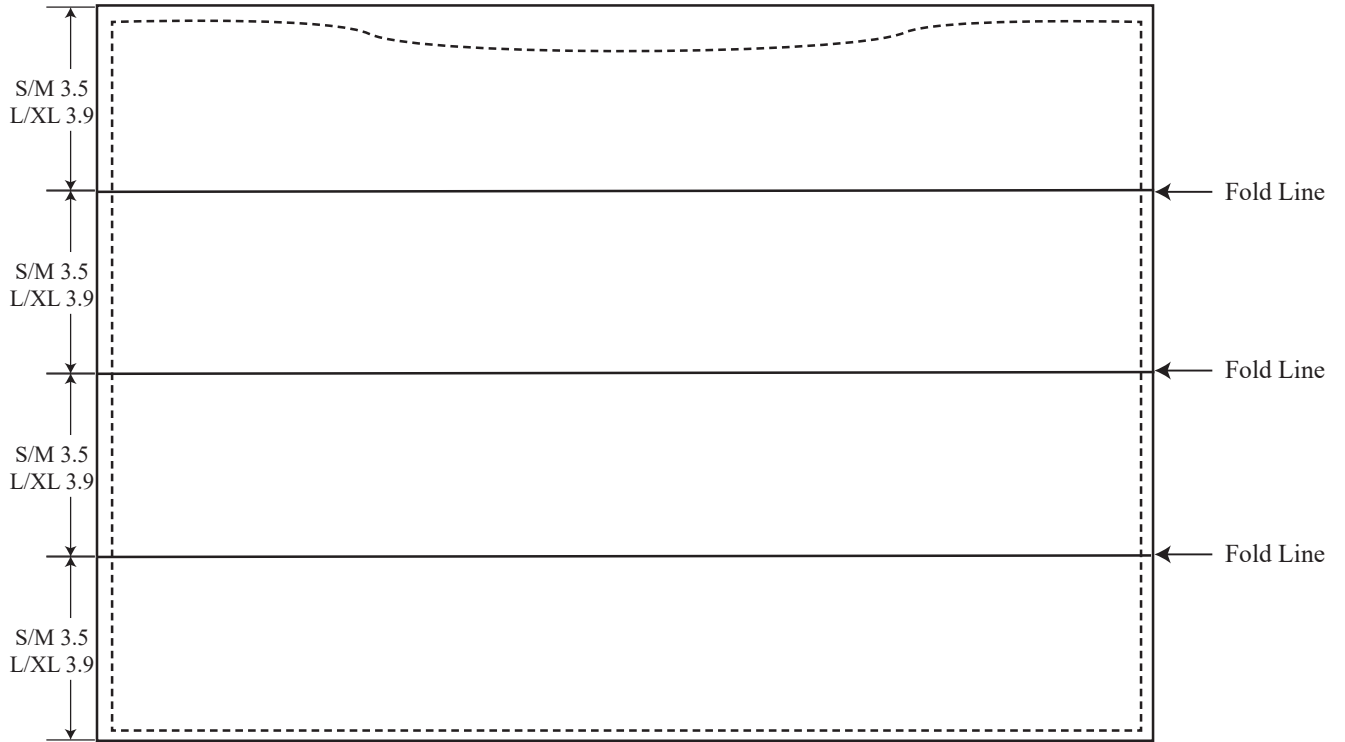
All measurements are shown in centimeters.

± 0.5 cm tolerance acceptable unless otherwise indicated.

# Drawing 3

G.S. 1045-383

Cloth, Facial Masks



**Front View**  
**Flat showing fold lines for pleats**

NOT TO SCALE

All measurements are shown in centimeters.

± 0.5 cm tolerance acceptable unless otherwise indicated.

## Annex C

### Evaluation Grid Cloth Facial Mask

Bidder ID:
Company Name and Product:
Stage 1: Technical Evaluation – Bidder Mandatory Capabilities Criteria, Certificates of Compliance and Component Samples <input type="checkbox"/> Responsive <input type="checkbox"/> Non-responsive
Stage 2: Technical Evaluation – Sample <input type="checkbox"/> Responsive <input type="checkbox"/> Non-responsive
Comments:

**Stage 1: Technical Evaluation – Bidder Mandatory Capabilities Criteria, Certificates of Compliance and Component Samples**

<b>Bidder Mandatory Capabilities Criteria</b>	<b>Reference Page #</b>	<b>Met / Not Met</b>	<b>Comment</b>
<b>M1 Demonstrated Experience</b>			
<p>The Bidder must demonstrate their experience in the manufacturing of products with fabric components through the provision of a minimum of three written project summaries undertaken within the past five years. Projects may be ongoing. Within each project summary provided, the bidder must indicate the following information:</p> <p>a) The name of the client organization for whom the work was undertaken;</p> <p>b) The start and end date of the project (dates should be identified by month and year, and should indicate the project duration;</p> <p>c) Quantity of items manufactured under the contract with amount delivered per week for the duration of the contract.</p>			

<b>Bidder Mandatory Capabilities Criteria</b>	<b>Reference Page #</b>	<b>Met / Not Met</b>	<b>Comment</b>
<b>M2 Bidder Profile</b>			
<p>a) The Bidder must demonstrate their existing capability (either in-house or subcontracted), that has been in place within the past three years of manufacturing or subcontracting of products with fabric components. For example, production facility, equipment type, number of sewing staff, etc.</p> <p>b) The Bidder must identify the manufacturing locations in Canada as applicable, from which it is offering to provide manufacturing and delivery services for this solicitation.</p>			

<p>c) The Bidder must submit a project schedule or timeline sufficiently detailed to provide an understanding to the Government of all activities and milestones that must occur for the delivery of the fixed quantity described in the RFP.</p>				
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<b>Certificates of Compliance and Component Samples</b>	<b>Reference Page #</b>	<b>Met / Not Met</b>	<b>Comment</b>
<p>a. Certificate of Compliance for Para. 4.1.3, Thread of Specification G.S. 1045-383.</p>			
<p>b. Certificate of Compliance for Para. 4.1.4.1 and 4.1.4.2, Elastic of Specification G.S. 1045-383</p>			
<p>c. Certificate of Compliance for Para. 4.1.5, Bendable Stiffener of Specification G.S. 1045-383</p>			
<p>d. Component Samples for Para. 4.1.4.1 and 4.1.4.2, Elastic, one each 10 cm in length, Specification G.S. 1045-383</p>			
<p>e. Component Samples for Para. 4.1.5, Bendable Stiffener, 15 cm in length, Specification G.S. 1045-383.</p>			

**Stage 2: Technical Evaluation - Sample**

Para. #	Requirement	Evaluation Method	✓ Compliant * Non-Compliant
Para. 4.3.1	All stitching must be lockstitch. There must be not less than three or more than four stitches per centimetre. The beginning and ending of all stitching must be securely backstitch tacked, unless secured by other stitching. All other seams and stitching must be lockstitch or lock chain stitch	Visual	
Para. 4.3.2	The mask must be constructed of shell material specified in para. 4.1.1 and lined with lining material specified in para. 4.1.2.	Visual	
	The face mask design must include a nose pinch inserted on the top centre portion of the mask as specified in para 4.3.3.	Visual	
	The nose pinch must be sewn as close as possible to the top edge seam.	Visual	
	There must be two pieces of elastic specified in para. 4.1.4.1 cut 18.5 cm $\pm$ 0.5 cm long for the ear loops.	Visual and measuring tape	
	Each elastic must be inserted into the top and bottom corner on each side of the mask with the elastic inserted so that it lays flat and does not twist.	Visual	
	Once turned out, work the corners out and press ensuring that the lining does not show from the front.	Visual	
	At the top (edge with nose pinch), top stitch using a 3 mm gauge gradually transitioning to 5 mm around the nose pinch and back to 3 mm.	Visual and measuring tape	
	From the front view, there must be three pleats 1 cm deep on each side of the mask folded down towards the bottom of the mask.	Visual and measuring tape	
	The fold of each pleat must be equally distributed on the side height as per drawing 3.	Visual and measuring tape	
	The remaining sides and bottom must be topstitched using a 3 mm gauge.	Visual and measuring tape	

Para. #	Requirement	Evaluation Method	✓ Compliant ✗ Non-Compliant
Para. 4.3.3	<p>The nose pinch must be made of commercial bendable stiffener as specified in para. 4.1.5.</p> <p>The nose pinch wire must be wrapped with lining material specified in para 4.1.2.</p> <p>The bendable stiffener must be placed in the centre of the lining and the ends folded toward the center and then the top and bottom folded together and stitched.</p> <p>The covered nose pinch must be centred at the top middle portion of the mask.</p> <p>It must be able to be adjusted to fit closely over the nose, cheeks and chin to ensure a sufficient sealing of the user's face.</p>	<p>Visual</p> <p>Visual</p> <p>Visual and measuring tape</p> <p>Visual and measuring tape</p> <p>Visual</p>	
Para. 4.3.4	<p>The centre back elastic must be as specified in para. 4.1.4.2.</p> <p>It must be cut 18.5 cm ± 0.5 cm long.</p> <p>Attach the elastic around each ear loop forming a free moving loop.</p> <p>Stitch using a 1.5 cm length to secure to the ear loops.</p>	<p>Visual</p> <p>Visual</p> <p>Measuring tape</p> <p>Visual</p> <p>Visual and measuring tape</p>	
Para. 4.3.5	<p>The packaging label must contain the following information in English and French:</p> <ol style="list-style-type: none"> <li>1. Item name in English as written in Para. 1.1.</li> <li>2. Item name in French as written in Para. 1.1.</li> <li>3. RCMP stock number - reference contract documents. (Ex. 000000)</li> <li>4. Size of the article, combining the size designation referenced in the English and French contract documents. (Ex: Large/X-Large/Grand/T-Grand)</li> </ol>	<p>Visual</p>	
Para. 4.3.6	<p>An instruction sheet with the following care instruction:</p>	<p>Visual</p>	

Para. #	Requirement		Evaluation Method	✓ Compliant ✗ Non-Compliant		
	Machine wash - hot (40°C)	Laver à la machine – à l'eau chaude (40°C)				
	<b>Do Not use</b> fabric softener or chlorine bleach	<b>Ne pas utiliser</b> d'agent adoucissant ni d'agent de blanchiment				
	Tumble dry- medium ( <b>Do Not use</b> dryer sheets)	Sécher par culbutage – à moyenne température ( <b>Ne pas utiliser</b> d'assouplissant en feuilles)				
	Steam iron - medium	Repassage à vapeur - à température moyenne				
Scale of Measurements	<b>Scale of Measurements – Cloth Facial Mask</b>			Measuring tape		
	Size Designation	Width	Height		Side Height	Ear Loops
	Small/Medium	19.0	14.0		7.0	17
	Large/X-Large	20.5	15.8		8.9	17
	Tolerance ±	0.8 cm	0.8 cm		0.8 cm	0.8 cm
	NOTE: All dimensions are in centimeters unless otherwise indicated.					