



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des
soumissions/Travaux publics et Services
gouvernementaux Canada
See herein for bid submission
instructions/
Voir la présente pour les
instructions sur la présentation
d'une soumission
NA
Alberta

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

Title - Sujet Engines Repair and Overhaul	
Solicitation No. - N° de l'invitation W7006-20R089/A	Date 2020-09-05
Client Reference No. - N° de référence du client W7006-20R089	
GETS Reference No. - N° de référence de SEAG PW-\$EDM-206-11893	
File No. - N° de dossier EDM-0-43017 (206)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-10-20	Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Brent Peters	Buyer Id - Id de l'acheteur edm206
Telephone No. - N° de téléphone (780) 235-8279 ()	FAX No. - N° de FAX (780) 497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE 17 WING WINNIPEG, 715 WIHURI RD BLDG 129, MDC WESTWIN Manitoba R3J3Y5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics et
services gouvernementaux
Canada Place/Place du Canada
10th Floor/10e étage
9700 Jasper Ave/9700 ave Jasper
Edmonton
Alberta
T5J 4C3

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

**REQUEST FOR PROPOSAL (RFP)
ENGINE REPAIR AND OVERHAUL
DEPARTMENT OF NATIONAL DEFENCE, WINNIPEG, MB**

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PART 1 - GENERAL INFORMATION

1.1 Introduction

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

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

The Annexes include the Statement of Work, Basis of Payment, the Insurance and Other Requirements, the DND 626 Task Authorization Form, the Task Authorization Usage Report, Evaluation Criteria, Electronic Payment Instruments, and Federal Contractors Program (FCP) for Employment Equity - Certification.

1.2 Summary

1.2.1 The Department of National Defence (DND) has a requirement for the provision of repair, overhaul and/or hot section inspection, modification, and support services to be provided for its CT-142 power plants, power plant components and associated equipment on an as and when requested basis. The Statement of Work at Annex A defines the requirements of the (DND) necessary to accomplish the Repair & Overhaul (R&O), and other services.

The estimated period of the Contract is for three (3) years from October 20, 2020 to October 19, 2023. The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one-year periods under the same conditions.

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

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

1.2.4 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.

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 of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.1.1 SACC Manual Clauses

[A7035T](#) (2007-05-25), List of Proposed Subcontractors

2.2 Submission of Bids

PWGSC Western Region Bid Receiving Unit

Only bids submitted using epost Connect service will be accepted. The Bidder must send an email requesting to open an epost Connect conversation to the following address:

ROReceptionSoumissions.WRBidReceiving@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.

It is the Bidder's responsibility to ensure the request for opening an epost Connect conversation is sent to the email address above at least six days before the Request for Proposal's closing date.

Transmission of bids by facsimile or hardcopy to PWGSC will not be accepted.

2.2.1 Workers' Compensation Certification - Letter of Good Standing

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

The Bidder must provide, within five (5) days following a request from the Contracting Authority, a certificate or letter from the applicable Workers' Compensation Board confirming the Bidder's good standing account. Failure to comply with the request may result in the bid being declared non-responsive.

2.3 Former Public Servant - Competitive Bid

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

Definitions

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

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

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

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

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes** () **No** ()

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

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

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

A contract awarded to a FPS who has been retired for less than one year and who is in receipt of a pension as defined above is subject to the fee abatement formula, as required by Treasury Board Policy.

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** () **No** ()

If so, the Bidder must provide the following information:

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

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

2.4 Enquiries - Bid Solicitation

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

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

2.5 Applicable Laws

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

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 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 ten (10) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.7 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's Buy and Sell website, under the heading "Bid Challenge and Recourse Mechanisms" contains information on potential complaint bodies such as:
- Office of the Procurement Ombudsman (OPO)
 - Canadian International Trade Tribunal (CITT)
- (c) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

The Bidder must submit its bid in accordance with section 08 of the 2003 standard instructions. The epost Connect service 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

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Bids transmitted by facsimile or received by hardcopy will not be accepted.

Section I: Technical Bid

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II: Financial Bid

Bidders must submit their financial offer in accordance with the Annex B, Basis of Payment.

3.1.1 Electronic Payment of Invoices - Bid

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

If Annex G 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 Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

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

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

- (a) 4.1.1.1 Mandatory technical evaluation criteria are included in Annex F.
- (b) 4.1.1.2 Point-Rated evaluation criteria are included in Annex F.

4.1.2 Financial Evaluation

- (a) Proposed prices must be submitted in accordance with the Basis of Payment, Annex "B"
- (b) For each of the years shown, the Firm Prices will be multiplied by the Estimated Annual Usage to obtain the Extended Prices for each item.
- (c) Results of the calculations above will be added together to obtain the total evaluated bid price.

SACC Manual clause A0220T (2014-06-26), Evaluation of Price - Bid

4.2 Basis of Selection

4.2.1 Basis of Selection - Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - (a) comply with all the requirements of the bid solicitation;
 - (b) meet all mandatory technical evaluation criteria; and
 - (c) obtain the required minimum of 64 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 85 points.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60 % for the technical merit and 40 % for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60 %.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40 %.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.

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

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

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

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

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 offer, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real 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 website \(https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#\)](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.

PART 6 - INSURANCE AND OTHER REQUIREMENTS

6.1 Controlled Goods Requirement

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

6.2 Insurance - Proof of Availability Prior to Contract Award

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex C.

If the information is not provided in the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A.

7.1.1 Task Authorization

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

7.1.1.1 Task Authorization Process

1. The Technical Authority will provide the Contractor with a description of the task using DND 626, Task Authorization Form specified in Annex D.
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis (bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Technical Authority, within five (5) calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Technical Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk

7.1.1.2 Task Authorization Limit

The Technical Authority may authorize individual task authorizations up to a limit of **\$ 50,000.00**. Applicable Taxes included, inclusive of any revisions. Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

7.1.1.3 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means 10%.
2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

7.1.1.4 Periodic Usage Reports - Contracts with Task Authorizations

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

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

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

The quarterly periods are defined as follows:

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

The data must be submitted to the Contracting Authority no later than fifteen (15) calendar days after the end of the reporting period.

Reporting Requirement- Details

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

For each authorized task:

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

For all authorized tasks:

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

7.1.1.5 Task Authorization - Department of National Defence

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

7.2 Standard Clauses and Conditions

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

7.2.1 General Conditions

2035 (2020-05-28) General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.2.2 Supplemental General Conditions

4012 (2012-07-16) Goods - Higher Complexity

7.3 Security Requirements

7.3.1 There is no security requirement applicable to the Contract.

7.4 Term of the Contract

7.4.1 Period of the Contract

The period of the Contract is for three (3) years from _____ to _____ inclusive. (*to be completed at contract award*)

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one year periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 5 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.4.3 Transition Period

The Contractor acknowledges that the nature of the services provided under the Contract requires continuity and that a transition period may be required at the end of the Contract. The Contractor agrees that Canada may, at its discretion, extend the Contract by a period of ninety (90) days under the same conditions to ensure the required transition. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

The Contracting Authority will advise the Contractor of the extension by sending a written notice to the Contractor at least thirty (30) calendar days before the contract expiry date. The extension will be evidenced for administrative purposes only, through a contract amendment.

7.4.4 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex A - Statement of Work.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority is:

Brent Peters
Procurement Specialist
Public Works and Government Services Canada
Acquisitions Branch, Western Region
Canada Place, 10th Floor
1000-9700 Jasper Avenue
Edmonton, AB T5J 4C1
Telephone: 780-235-8279
Facsimile: 780-497-3510
E-mail address: Brent.Peters@pwgsc-tpsgc.gc.ca

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

7.5.2 Technical Authority *(will be inserted at contract award)*

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.

7.5.3 Contractor's Representative **(should be completed by Bidder at time of offer)**

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____

Procurement Business Number (PBN): _____

7.6 Proactive Disclosure of Contracts with Former Public Servants

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

7.7 Payment

7.7.1 Basis of Payment - Firm Unit Price(s) or Firm Lot Price - Task Authorization

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid the firm prices stipulated in the authorized TA, calculated in accordance with the Basis of Payment in Annex B. Customs duties are excluded or subject to exemption 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

7.7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions must not exceed \$ _____ ***(to be inserted at contract award)***. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.

3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TA's, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.7.3 Multiple Payments

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

7.7.4 Electronic Payment of Invoices - Contract (if applicable)

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);

7.8 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed, including overtime sheet;
- b. a copy of the release document and any other documents as specified in the Contract in accordance with Annex A - Section 4.1 Work Control; and
- c. a copy of the invoices for all direct expenses.

Invoices cannot be submitted until all work identified in the invoice has been completed and that all maintenance service call reports related to the Work identified in the invoice have been received by the Technical Authority.

2. Invoices must be distributed as follows:
 - a. The original and two (2) copies of the invoices and maintenance reports in accordance with Annex A – Section 4.1 must be forwarded to the following address for certification and payment _____: *(to be inserted at contract award)*.

7.9 Certifications and Additional Information

7.9.1 Compliance

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

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

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

7.9.3 SACC Manual Clauses

[C0705C](#) (2010-01-11), Discretionary Audit

[D5510C](#) (2017-08-17), Quality Assurance Authority (DND): Canadian-based Contractor
or

[D5515C](#) (2010-01-11), Quality Assurance Authority (DND): Foreign-based and US Contractor

[A0285C](#) (2007-05-25), Workers Compensation

7.9.4 Inspection and Acceptance

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

7.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. (***Alberta will be inserted at contract award unless Bidder has indicated an alternate Canadian province or territory***)

7.11 Priority of Documents

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

- a) the articles of agreement;
- b) the supplementary general conditions [4012](#) (2012-07-16), Goods - Higher Complexity
- c) the general conditions [2035](#) (2020-05-28), General Conditions - Higher Complexity - Services;
- d) Annex A, Statement of Work;
- e) Annex B, Basis of Payment;
- f) Annex C, Insurance Requirements;
- g) the signed Task Authorizations (including all of its annexes, if any);
- h) Contractor's bid dated _____ (insert date of bid), as clarified on _____ (if applicable) or as amended on _____ (if applicable).

7.12 Insurance - Specific Requirements

The Contractor must comply with the insurance requirements specified in Annex C. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.13 SACC Manual Clauses

[A9062C](#) (2011-05-16), Canadian Forces Site Regulations
[A2001C](#) (2006-06-16), Foreign Nationals (Foreign Contractor)
[A2000C](#) (2006-06-16), Foreign Nationals (Canadian Contractor)
[A9117C](#) (2007-11-30), T1204 - Direct Request by Customer Department
[A9006C](#) (2012-07-16), Defence Contract
[A9131C](#) (2014-11-27), Controlled Goods Program

7.14 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "Dispute Resolution".

ANNEX A STATEMENT OF WORK

1.0 SCOPE

1.1 Purpose

7.14.1 This Statement of Work (SOW) defines the requirements of the Department of National Defence (DND) and the Canadian Armed Forces (CAF), 402 Squadron located at 17 Wing, Winnipeg, Manitoba, to establish a task authorization contract for Repair & Overhaul (R&O), and other services, of all power plants in support of the CT142 Dash 8 fleet.

7.14.2 The work to be conducted under this SOW includes the following:

- a. Inspection, repair, overhaul, modification, and/or reduction to spares of the CT142 Dash 8 aircraft power plant, and associated components, at the Offeror's facility or by Mobile Repair Party (MRP), on an as-and-when requested basis; and
- b. Technical Investigation and Engineering Support (TIES) services in support of the CT142 Dash 8 aircraft power plant, on an as-and-when requested basis.

1.2 Background

1.2.1 On behalf of the Department of National Defence and the Royal Canadian Air Force, 402 Squadron operates a fleet of four Dash 8 Series 102 Aircraft, designated as CT142, based out of 17 Wing in Winnipeg, Manitoba, for the purpose of conducting Air Combat System Officer and Airborne Electronic Sensor Operator training. The CT142 Dash 8 aircraft is a modified civilian Dash 8 model 102 aircraft (DHC-8-102).

1.3 Terminology

1.3.1 The following abbreviations are used throughout this SOW:

AD	Airworthiness Directive
AMO	Accredited Maintenance Organization
AMP	Airworthiness Management Plan
AWR	Additional Work Request
BER	Beyond Economical Repair
CAF	Canadian Armed Forces
CFTO	Canadian Forces Technical Order
CoC	Certificate of Conformance
DAS	DND Airworthiness Supplement
DID	Data Item Description
DND	Department of National Defence
FAA	Federal Aviation Administration
IAW	In Accordance With
ISO	International Organization for Standardization
FAA	Federal Aviation Administration
MPM	Maintenance Process Manual
MRP	Mobile Repair Party
NDQAR	National Defence Quality Assurance Region
NDT	Non-destructive Testing
OEM	Original Equipment Manufacturer
QA	Quality Assurance
QAR	Quality Assurance Representative

QMS	Quality Management System
RA	Requisitioning Authority
SOW	Statement of Work
TA	Technical Authority
TAA	Technical Airworthiness Authority
TAM	Technical Airworthiness Manual
TC	Transport Canada
TIES	Technical Investigation and Engineering Support

2.0 APPLICABLE DOCUMENTS

2.1 Applicability

2.1.1 The following documents support this SOW and must be considered as supplemental information if not specifically identified in the text. In the event of conflicts between the documents referenced below and the content of the SOW, the SOW will take precedence. If not provided in the SOW, or available online, copies of these documents will be made available upon request.

2.2 Military Standards

C-02-005-011/AM-000	Mobile Repair Parties Manned by Contractor Personnel
C-05-030-001/AG-001	Aircraft Maintenance Management Information System (AMMIS)
C-05-005-P04/AM-001	Policy and Procedures - Aircraft Weapon Systems Maintenance – Aircraft Maintenance Record Set
C-01-100-100/AG-006	Specification - Writing, Format and Production of Technical Publications
D-01-100-220/SF-000	Specification - Preparation of Modification Instructions;
C-02-007-000/AG-001	Controlled Technology and Transfer –Controlled Goods
C-05-005-001/AG-001	Technical Airworthiness Manual (TAM)
C-14-106-001/MN-001	Torque Signal Converter CMM PN PD9108C ATA 73-20-06
C-14-106-C00/MN-001	Fuel Control CMM PN 786391 ATA 73-21-41
C-14-106-D00/MN-001	Overspeed Governor Assembly CMM PN WG 60036 ATA 61-20-16
C-14-106-E00/MN-001	Electronic Engine Control CMM PN 789842 ATA 73-21-13
C-14-106-G00/MN-001	Gear Pump Assembly CMM PN WG 60051 ATA 61-20-20
A-LM-184-001/JS-001	Special Instructions for Repair and Overhaul Contracts
DID AW-001	Airworthiness Management Plan (AMP) found in Appendix 2
DID AW-002	Maintenance Process Manual (MPM) found in Appendix 3

For instructions and procedures for in and out of country Contractors, refer to the Logistics Statement of Work found in Appendix 1

2.3 Pratt & Whitney Documentation

Pratt & Whitney Canada Work Scope Planning Guide Manual Part #3040879
Pratt & Whitney Canada PW120A/PW121 Overhaul Manual PN 3034633 ATA 72-50-00

3.0 REQUIREMENTS

3.1 Airworthiness Requirements

3.1.1 All aspects of the inspection, repair, and overhaul of CT142 engines, and associated components are subject to the provisions of the Technical Airworthiness Manual (TAM), Canadian Forces Technical Order (CFTO) C-05-005-001/AG-001, for the scope and depth of maintenance related activities required to complete the work specified in this SOW.

3.1.2 A copy of the TAM may be obtained online at <http://www.forces.gc.ca/en/business-regulations-technical-airworthiness/technical-airworthiness-manual.page> .

Note: Where this SOW indicates TC requirements, DND will accept equivalent approvals and processes that fall under foreign civil airworthiness authorities that are deemed acceptable by the TAA (Federal Aviation Administration (FAA)/European Aviation Safety Agency (EASA)).

3.1.3 The Contractor must be an Accredited Maintenance Organization (AMO) recognized by an airworthiness authority such as TC, FAA, or EASA with ratings to the scope and depth of work required by this SOW. In the event specialized work is subcontracted by the Offeror, the Offeror is responsible to ensure work is conducted by an organization approved by a recognized airworthiness authority for the scope and depth of work being performed. Such arrangements must be specified in writing and deemed acceptable by the TAA.

3.1.4 The Contractor must obtain full accreditation or be deemed a TAA acceptable organization (i.e. Recognition) as an Accredited Maintenance Organization from the TAA within 12 months of Standing Offer issuance with airworthiness authority for the scope and depth of activities related to the inspection, repair, and overhaul of CT142 power plant and associated components. For the period between Standing Offer issuance and receipt of full accreditation or recognition, the Offeror must ensure the airworthiness of delivered products and services complies with the Airworthiness Management Plan (AMP) prepared in accordance with DID AW-001 and approved by the TA. In addition, the TAA will need to issue a provisional accreditation/recognition prior to the airworthiness related activities commencing.

3.1.5 Implementation of these airworthiness requirements must be accomplished in accordance with the following schedule:

- a. Within 1 week of contract award, the Contractor must apply directly to the TA for accreditation or recognition, as applicable, in accordance with TAM 1.4.2.S1.2.b.
- b. Within 2 weeks of contract award, the Contractor must submit an Airworthiness Management Plan (AMP) in accordance with DID AW-001.
- c. Within 1 month of contract award, DND will conduct an initial Technical Airworthiness Management meeting at which time the Contractor's proposed AMP will be reviewed to determine:
 - i. Acceptability as a plan for obtaining full TAA accreditation/recognition; and/or
 - ii. Acceptability as an airworthiness operating plan for assuring the airworthiness of DND aeronautical products and Offeror services prior to full TAA accreditation or recognition.
- d. Within 2 weeks of the initial Technical Airworthiness Management meeting, the Contractor must submit an updated AMP in accordance with DID AW-001 (Annex A) that incorporates the key decisions, agreements, and direction obtained at the meeting. The TA will approve and accept the final AMP which functions as the basis for:
 - i. Ensuring compliance with technical airworthiness requirements prior to full TAA accreditation or recognition;
 - ii. Issuing a provisional accreditation or recognition for the airworthiness related activities by the TAA;
 - iii. Preparing and submitting an Airworthiness Process Manual, in accordance with DID AW-002 (Annex B) within 6 months of Standing Offer issuance;
 - iv. Achieving full TAA AMO/ATO accreditation or recognition within 12 months of contract award; and
 - v. Measuring progress toward achieving full TAA accreditation or recognition.

3.1.6 Once accredited or recognized by the TAA, the Contractor must maintain this status for the duration of the contract.

3.2 Quality Management Requirements

3.2.1 All work may be subject to Government Quality Assurance audits performed by the Director of Quality Assurance, or its designated Quality Assurance Representative (QAR). These audits could occur at the Contractor's and/or Subcontractor's facilities or subsequent work sites.

3.2.2 The Contractor must contact the QAR within 48 hours of contract award.

3.2.3 The Contractor must maintain for the duration of the contract, a Quality Management System acceptable to the TAA.

3.2.4 Industry recognized standards acceptable to the TAA include:

- a. NADCAP for specialized processes within a manufacturing organizations;
- b. AS91 and EN9100 for AMO;
- c. ISO 9001 and equivalents as a general QMS; and
- d. AS 7103 and AS 7104 for distributors and suppliers of aviation parts.

3.2.5 The TAA may grant special consideration or equivalent status to organizations. Examples where this may be applicable are:

- a. civilian contractors seeking accreditation who have previously obtained compliance with another quality standard; or
- b. an organization that obtained civilian regulatory approval (i.e., TC, FAA and EASA) status as an AMO or ADO;

3.2.6 Submissions for special consideration or equivalent status of a different QMS must be submitted to the TAA who reserves the right to impose additional special conditions on the organization involved. Each submission will be treated on an individual basis, will be recorded by the TAA and will be subject to periodic re-evaluation.

3.2.7 The Contractor must retain quality control and inspection records for a period of five years from the date of termination of this contract.

3.3 Security Requirements

3.3.1 The Contractor must be registered with the Controlled Goods Program (CGP) administered by Public Services and Procurement Canada (PSPC) and the Controlled Goods Directorate (CGD) for the duration of the contract.

3.4 Technical Requirements

3.4.1 All overhaul inspections performed under this SOW are to be accomplished IAW the latest version of the Pratt & Whitney Canada *PW120A/PW121 Overhaul Manual*.

3.4.2 All repair and overhaul activities associated with the power plant components performed under this SOW must be accomplished IAW the latest version of the applicable component maintenance manuals identified in paragraph 2.2 and 2.3. The applicable items are as follows:

- a. PW120A Engines; and
- b. Applicable sub-assemblies/components.

3.4.3 All modifications performed under this SOW are to be embodied IAW:

- a. Approved Canadian Force Modification Instructions (CFMIs), provided by DND; or
- b. TC, or equivalent regulatory body, approved Service Bulletin (SB).

3.4.4 Compliance with the maintenance manuals identified in paragraph 2.2-2.3 is mandatory. Contractor compliance may be subject to random audits by the TA or a designated representative. These audits may be remote desktop audits or may occur during DND or National Defence Quality Assurance Representative (NDQAR) visits to the Contractor's facility. The Contractor must be able to demonstrate compliance by providing acceptable objective and auditable evidence to DND/NDQAR.

3.4.5 Under normal circumstances, the TA must identify the minimum work specification (i.e. specific repair, overhaul or hot section inspection) and minimum build requirements (i.e. modifications to be embodied) to the Contractor at a minimum of two (2) weeks prior to power plant induction at the Contractor's facility. This information must be conveyed in the form of a work scope planning document, specifically tailored to the power plant or associated component being inducted.

3.4.6 It is intended that all inspections and/or modifications required by ADs will be carried out/embodied by the Contractor. In the event that the Contractor becomes aware of an AD driven inspection or modification that has not been accounted for in the TA's work scope planning document, the Contractor must immediately advise TA.

3.4.7 Inspections and/or modifications that the OEM recommends or that the OEM indicates are part of a minimum build specification, IAW Pratt & Whitney Canada *Work Scope Planning Guide Manual Part #3040879*, must be authorized by the TA prior to embodiment unless the TA has included the particular inspection or modification in the work scope planning document. In cases where the warranty on the particular item would be voided by not carrying out an inspection or modification, the Contractor must request direction from the TA.

3.4.8 The Contractor must maintain an information database that includes build records for all material specified in this SOW. The database must be sufficiently structured to ensure traceability of all lifed and serial-numbered items. The Contractor must provide the TA unrestricted access to this database upon request from the TA.

3.4.9 The Contractor must provide a single point of contact for all work associated with this SOW.

3.4.10 The Contractor must be registered with the Controlled Goods Program (CGP) administered by Public Services and Procurement Canada (PSPC) and the Controlled Goods Directorate (CGD). This requirement must remain valid for the duration of the contract.

3.5 Repair and Overhaul (R&O) Activities

3.5.1 The work specific to R&O activities under this SOW involves:

- a. In plant repair, overhaul, hot section inspection of all applicable PW120A Engines;

- b. In plant repair and overhaul of power plant components and associated equipment with respect to PW120A Engines;
- c. In plant embodiment of approved power plant modifications;
- d. In plant equipment reduction to spares when authorized;
- e. Quality Control Management; and
- f. Submissions of reports at regular intervals and on request

3.6 Receipt

3.6.1 Upon receipt of DND equipment, the Contractor must:

- a. Identify the equipment and ensure authority to repair (Selection Notice and Priority Summary (SNAPS), Repair Material Requests (RMR));
- b. Open a work order;
- c. Carry out a physical check to ensure that the item is complete and is IAW the accompanying vouchers;
- d. Complete receipt documentation, including any adjustment transactions, work order number; and
- e. Action warranty materiel.

Note: Work order must be raised within forty-eight (48) hours of delivery to plant and a copy sent to the TA.

3.6.2 If the Contractor is missing any information or documentation, the TA is to be notified as well as a request must be submitted through the NDQAR.

The Contractor must determine the extent of work required and prepare a cost estimate for any items where the basis of payment is other than firm fixed price prior to proceeding with any repairs. Where potential exists for a repair cost to rise above the maximum repair cost (MRC), the contractor must request authority in writing to proceed with IAW Part 2 of A-LM-184-001/JS-001.

3.6.3 For those items where the cost of reworking the item exceeds seventy-five per cent (75%) of the cost of a replacement or if an approved repair disposition is not available, the item in question will be considered as beyond economical repair (BER). BER items must not be reworked or replaced unless authorized by the TA.

Note: If a lifed item is scrapped, it must be replaced with a serviceable item having a remaining life equal to or greater than the scrapped lifed item.

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

3.6.5 The Contractor must carry out all SBs required to comply with TC's Airworthiness Directives (ADs) unless otherwise specified by the TA. In the event a minimum work specification is provided and a particular SB, which is required to comply with an AD, was not specified in the minimum work specification, the Contractor must advise the TA.

3.6.6 The Contractor must be authorized by the TA before embodying any SB which the manufacturer recommends or which the manufacturer indicates are part of a minimum build specification. The TA must indicate whether a particular SB is part of the normal work scope for the affected repairable. In cases where the warranty on a particular item would be voided by not carrying out a SB the Contractor must request direction from the TA.

3.6.7 The Contractor must embody any CF Modifications or Original Equipment Manufacturer (OEM) modification leaflets (MF) as specified in a minimum work specification for each item (to be provided by the TA if applicable) or as directed by the TA.

Note: Prior to embodiment of a MF that is not listed in the minimum work specification and has not been mandated by an AD, the Contractor must obtain TA authorization.

3.6.8 The Contractor must retain quality control and inspection records for a period of five (5) years from the date of termination of this contract.

3.7 Inventory

3.7.1 For the purpose of conducting an inventory of installed items IAW paragraph 3.4.8.a of this SOW, the following list is the nominal configuration and any deviation from the following configuration is to be reported to the TA immediately:

a. PW120A Reduction Gearbox (RGB) Module include the following:

- i. Propeller overspeed governor;
- ii. Overspeed governor hydraulic pump; and
- iii. Chip detector.

b. PW120A Turbo machinery Module include the following:

- i. Hydro-mechanical fuel control;
- ii. Fuel pump;
- iii. Fuel heater;
- iv. Oil pressure regulating valve;
- v. Torque signal conditioner;
- vi. Electronic engine control (EEC) and harness;
- vii. Spool speed sensors;
- viii. Inlet air temperature sensor;
- ix. Ignition exciter, cables and plugs;
- x. T6 bus bar and probes;
- xi. Chip detector; and
- xii. Fuel manifold.

3.8 Maintenance Support - Mobile Repair Parties (MRP)

3.8.1 The Contractor must provide a Mobile Repair Party (MRP), when authorized by the PA.

3.8.2 There are two types of MRP:

- a. A scheduled MRP; for a scheduled MRP, the PA must follow the DND 626 Task Authorization process outlined in the Procurement Administration Manual (PAM) 3.3.2.2.; or
- b. An unscheduled MRP; this activity would be for an Immediate Operational Requirement (IOR). The unscheduled IOR MRP happens under exceptional and extraordinary circumstances and requires an immediate response from DND.

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

- a. The TA/Project Manager is responsible to:
 - i. Call the PA;
 - ii. Describe the work to be done; and
 - iii. Request that the unscheduled IOR MRP process be used.
- b. The PA is responsible to:
 - i. Ensure that the instructions for unscheduled IOR MRPs are contained in the contract;
 - ii. Refer to C-02-005-011/AM-000 (Mobile Repair Parties Manned by Contractor Personnel);
 - iii. Review the requirement to confirm that it is effectively an unscheduled IOR MRP;
 - iv. Approve the unscheduled IOR MRP; and
 - v. Confirm by email to the TA/Project Manager and the Contractor that the requirement is approved.

Note: that the PA's email is the written agreement that allows the work to proceed.

3.8.4 Upon mutual agreement the Contractor may be required to travel to a location within Canada and provide competent engineers and/or technicians to field sites to perform engineering projects and/or to effect repairs or modifications to the installations. All matters pertaining to the performance of the work on the site shall be referred to the cognizant Base Technical Services Officer, and/or Air/Ship's Staff, or their appointed delegate who will be responsible for the conduct of the work of the applicable CFTO. This service shall be accomplished to the satisfaction of the site Commanding Officer, their authorized representative, or National Defence Headquarters (NDHQ) as required. All travel must obtain prior approval of the TA/Project Manager.

3.8.5 On completion of work the Contractor must provide the PA with a cost breakdown indicating labour hours by trade, travel expenses, living expenses, etc. Costs are to be all inclusive and will be an indication of the actual amount being claimed. Travel costs must not exceed approved National Joint Council Guidelines available at <https://www.njc-cnm.gc.ca/directive/d10/v238/s659/en> unless preapproved in writing by the PA prior to undertaking the travel.

3.8.6 If requested, the Contractor must submit two (2) copies of a monthly progress report covering MRP activities to the PA. The level of detail and format will be stipulated in each case individually and as required.

3.9 Maintenance Support – Equipment Turn-Around-Time (TAT)

3.9.1 Unless specifically identified within the contact, equipment TAT to a serviceable state must be achieved in 45 calendar days. TAT is defined as that period of time from “date of receipt to date the item is reported serviceable.” Repair priority is governed by SNAPS. The principle of “first-in/first-out,” must be observed whenever possible.

3.10 Maintenance Support – Priority Repair Request (PRR)

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

3.11 Maintenance Support – Additional Work Request (AWR)

3.11.1 The Contractor must seek approval from the TA, via an approved AWR, prior to undertaking any corrective maintenance. As a minimum, AWR submissions must provide a detailed explanation of the reason for the additional work to be performed, required parts/materials and all associated costs. The TA will provide written guidance/approval when applicable information is available upon receipt of the request.

3.11.2 In the event a non-standard repair becomes necessary, the Contractor must seek approval via an AWR, and await further instructions. Non-standard repairs must not be carried out without prior approval from the TA.

3.12 Constraints

3.12.1 Newly repaired, overhauled or hot section inspected power plants, upon being returned to DND custody, must be placed into storage in a preserved state. During this period, power plant shipping containers will only be opened for the purpose of conducting storage inspections, as required by C-05-010-P09/AM-000, or as directed/authorized by the TA and then immediately resealed. For the purpose of repair/overhaul/hot section inspection warranty period, the standard twelve (12) month calendar limitation must not apply. The warranty period for an appropriately stored/preserved and undisturbed CT-142, PW120A engine, must be 100 hours of operation for the time of re-activation from storage.

3.13 Travel

3.13.1 There may be a requirement to travel. The travel, if applicable, must be identified in the applicable DND 626 Task Authorization and must be IAW with the Contract. All travel must be authorized by the TA prior to its occurrence.

3.14 Meetings

3.14.1 Within two (2) weeks of contract award a kick-off meeting may be convened at a time and location that is mutually agreed upon by the TA and Contractor. Additional technical review meetings must take place on an "upon request" basis and must be identified in the applicable DND 626 Task Authorization.

3.14.2 When minutes of meetings are required, the Contractor must be responsible for taking them and preparing them in a format approved by the PA. The Contractor must submit the minutes within ten (10) working days following the meeting to PSPC or the PA as directed.

4.0 DELIVERABLES

4.1 Work Control

4.1.1 The Contractor must maintain and forward to the TA a record of work carried out on each engine, engine component and associated equipment which must include the following information:

- a. Detailed description of work performed;
- b. List of parts removed by serial number (where applicable);

- c. List of parts installed by serial number (where applicable);
- d. Condition of removed parts (where applicable); and
- e. Verification of items scrapped.

4.1.2 The Contractor must forward the following documentation to the TA upon completion of each engine repair, overhaul or hot section inspection:

- a. A document certifying that the engine was repaired or overhauled or hot section inspected, as applicable, IAW the PW120A/PW121 Overhaul Manual;
- b. A document certifying that all modifications were embodied IAW an approved CFMI or TC, or equivalent regulatory body, approved Service Bulletin;
- c. The *Aircraft Engine Maintenance Record (CF 357)*, *Aircraft Equipment Major Assembly History Record (CF 357A)*, *Component History Card (CF 358)*, *Aircraft Major Assembly History Record (CF 359)*, and *Major Assembly Item Replacement Record (CF 359A)* must also be annotated IAW C-05-005-P04/AM-001; and
- d. A copy of all CoCs for all replacement parts.

4.1.3 The Contractor must forward the following documentation to the TA upon completion of each engine component or associated equipment repair and overhaul:

- a. A document certifying that the component was repaired or overhauled as applicable, IAW the applicable CFTO;
- b. A document certifying that all modifications were embodied IAW an approved CFMI or TC, or equivalent regulatory body, approved Service Bulletin;
- c. The Component History Card (CF 358); and
- d. A copy of all CoCs for all replacement parts.

4.2 Progress Reports

4.2.1 The Contractor must provide progress reports as required and/or upon change from the original submission to the TA during the inspection of each engine, with a sample provided in the proposal. At a minimum, progress reports must include the following information:

- a. A list of tasks completed IAW PW120A/PW121 Overhaul Manual;
- b. The embodiment status of SBs and CF/OEM modifications identified in paras 3.6.6 to 3.6.9; and
- c. The subtotal cost of each maintenance action carried out.

4.3 Accident and Incident Reporting

4.3.1 The Contractor must report to the TA any occurrences of accidents and incidents related to the aircraft or associated components while they are in the care of the Offeror.

5.0 AUTHORITY

5.1 Technical Authority (TA)

Aircraft Engineering Officer (AEO)
402 City of Winnipeg Squadron
PO Box 17000 Stn Forces
Winnipeg, Manitoba R3J 3Y5
Telephone: (204) 833-2500 ext. 5211
Fax: (204) 833-2563

5.2 Project Manager (PM)

Deputy Weapon System Manager (D/WSM)
402 City of Winnipeg Squadron
PO Box 17000 Stn Forces
Winnipeg, Manitoba R3J 3Y5
Telephone: (204) 833-2500 ext. 6597
Fax: (204) 833-2563

5.3 Requisitioning Authority (RA)

Logistics Support Officer (LSO)
402 City of Winnipeg Squadron
PO Box 17000 Stn Forces
Winnipeg, Manitoba R3J 3Y5
Telephone: (204) 833-2500 ext. 6926
Fax: (204) 833-2563

5.4 Contract Manager (CA)

Contract Manager (CA)
402 City of Winnipeg Squadron
PO Box 17000 Stn Forces
Winnipeg, Manitoba R3J 3Y5
Telephone: (204) 833-2500 ext. 2252
Fax: (204) 833-2563

APPENDIX 1 TO ANNEX A - LOGISTICS STATEMENT OF WORK

TITLE: LOGISTICS STATEMENT OF WORK FOR REPAIR AND OVERHAUL CONTRACTS INCLUDING IN AND OUT OF COUNTRY REPAIR MAJOR EQUIPMENT ACCOUNTABLE ADVANCE SPARES.

Issued on authority of the Assistant Deputy Minister (Material) (ADM (Mat))
OPI: DMPP 9-6 17/01/2019
Version: 02

FOREWORD

The purpose of this Statement of Work (SOW) is to provide special instructions and procedures required for all in and out of country Contractors engaged in the Repair and Overhaul (including refit) on behalf of the Department of National Defence (DND).

This LOG SOW is to be read in conjunction with the A-LM-184-001/JS-001 for detailed information. There is mandatory information in this LOG SOW and must not be removed. The information is important to assist the contractor when managing government owned materiel.

This LOG SOW is to be used primarily as a guide for R&O contracts. It is important that this LOG SOW be utilised with minimal changes for reasons of procurement standardization and departmental accountability. Changes are permissible where there is a need to clarify specific requirements that would apply to equipment/weapon systems undergoing procurement and contract action.

This Logistic Statement of Work (LOG SOW) is distributed on the authority of the Assistant Deputy Minister (Material) (ADM (Mat)). It will be distributed, as required, internally to ADM (Mat) staff engaged in creating Repair and Overhaul (R&O) Contracts and Procurement Instruments (PI) and those who manage Repair and Overhaul Contracts.

This is a common LOG SOW which will entail contract conditions for Repair and Overhaul contracts for:

- In and out of country: For step by step instruction on in and out of country repair process refer to Annex B in the A-LM-184-001/JS-001. This model will describe the roles and responsibilities in the end to end repair process.
- Major Equipment: For complete instructions on receipt of Major Equipment, refer to Chapter 2 in the A-LM-184-001/JS-001.
- Accountable Advance Spares For complete instruction on AAS, refer to Chapter 8.2.7 in the A-LM-184-001/JS-001.

It is important to understand the system of record (DRMIS) being used in DND and the various account structures in place. All of this information is located in Chapter 1.1 of the A-LM-184-001/JS-001.

The following Chapters will be identified as mandatory or as applicable.

List of Acronyms and Abbreviations

Abbreviation	Description
CA	Contracting Authority
CAF	Canadian Armed Forces
CFB	Canadian Forces Base

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

Figure A-1 List of Acronyms and Abbreviations

1.0 OVERVIEW OF PUBLICATION

1.1 SYSTEM OF RECORD (Mandatory)

DRMIS: Defence Resource Management Information System (DRMIS) provides total asset visibility of all Canadian Forces (CF) materiel, whether it is in use, in stock, or on a repair line. The contractors' responsibilities related to management of the accounts in DRMIS are explained and outlined below. Contractors having access to DRMIS must process required transactions as instructed in this publication.

Contractors requiring access to DRMIS must obtain a PKI (Public Key Infrastructure) card in accordance with the recently implemented Two-Factor Authentication.

Refer to Chapter 1.1 of A-LM-184-001/JS-001 for further information on the System of Record.

1.2 SUPPLY ACCOUNTS (Mandatory)

RMA (Repairable Material Account): is an account that must be allocated to the contractor to hold the authorized material for repair that is approved on the contract.

CRPA (Contractor Repair Parts Account): DRMIS provisioning account (_P) with a Serviceable and an Unserviceable storage location.

SLOC (Storage Locations): are used to manage and warehouse National Spares.

Refer to Chapter 1.2 of A-LM-184-001/JS-001 for further information on Supply Accounts.

1.3 SPARES (Mandatory)

CIS (Contract Issue Spares): CIS are government owned materiel issued to R&O contractor facilities for incorporation into DND equipment undergoing repair, overhaul and modification.

GFOS (Government Furnished Overhaul Spares): GFOS are non-catalogued spare parts that are salvaged by the Contractor, on PA/NDQAR authority, from DND materiel undergoing repair, overhaul, re-life or modification

AAS (Accountable Advance Spares): are purchased by the contractor using DND funds, in order to support DND equipment on the repair line.

GFE/GFI:

- **Government Furnished Equipment (GFE)** is government owned equipment provided by DND to a contractor, on a loan agreement, to be used during the contract period and returned in essentially the same condition (subject to fair wear & tear) at the end of the contract.
- **Government Furnished Information (GFI)** is any information that DND will provide, on a loan agreement, to the contractor to enable contract fulfillment.

Refer to Chapter 1.3 of A-LM-184-001/JS-001 for further information on Spares.

1.4 EXTENT OF WORK/TYPES OF EQUIPMENT (Mandatory)

The Contractor must repair or overhaul only those items for which they have received authorization. This authority is in accordance with the Selection Notice and Priority Summary (SNAPS). Stores Removal Request (SRR), an approved Repairable Materiel Request (RMR) for a Repairable Materiel Account or Task Authorization/DND 626.

Different types of DND equipment to be repaired are categorized as either:

- a) Selected Equipment
- b) Non Selected Equipment
- c) Major Equipment
- d) Repair of sub-components and accessories

Refer to Chapter 1.4 of A-LM-184-001/JS-001 for further information on the different types of DND Equipment that are authorized for repair and the category types.

1.5 REPAIR & OVERHAUL (IN AND OUT OF COUNTRY) PROCESS (Mandatory)

Refer to Chapter 1.5 of A-LM-184-001/JS-001 for the process flowchart.

2.0 RECEIPTS (Mandatory)

The Contractor is responsible for the receipt, identification, inspection and distribution of all incoming materiel, as well as the processing of receipt documentation.

Refer to Ch. 2.0 of A-LM 184 for complete instruction on how to process receipts.

2.1 SELECTION NOTICE OBSERVATION MESSAGE (SNOM) (Mandatory)

Contractors must use a SNOM to report any or all observations to the Supply Manager or the DND Contract Manager for in and out of country contracts.

Refer to Chapter 2.1 of A-LM-184-001/JS-001 for further information on SNOMs.

2.2 DISCREPANCIES IN SHIPMENTS (Mandatory)

The Contractor must contact their supporting NDQAR/OCRS to report and action discrepancies in shipments.

The Contractor must act in accordance with Chapter 2.1 of A-LM-184-001/JS-001.

2.3 INITIAL INSPECTION OF REPAIRABLE MATERIAL (Mandatory)

The Contractor may be granted authority to strip the equipment to assess its repair or overhaul potential and to estimate costs.

Refer to Chapter 2.3 of A-LM-184-001/JS-001 for further instruction on inspection of repairable material.

2.4 HAZARDOUS MATERIEL AND CONTROLLED GOODS (Mandatory)

Due diligence must be exercised when carrying out duties and responsibilities associated with hazardous materiel and controlled goods.

Refer to Chapter 2.4 of A-LM-184-001/JS-001 for further information on HAZMAT and controlled goods.

3.0 WORK CONTROL (Mandatory)

The Contractor must ensure that the repair of all DND equipment is controlled by an internal serial numbered work order in accordance with Chapter 3.0 of A-LM-184-001/JS-001.

3.1 COMPLETION OF WORK (Mandatory)

On completion of Repair or Overhaul, the Contractor must transfer the material from unserviceable Storage Location or Work Order to the serviceable Storage Location.

Refer to Chapter 3.1 of A-LM-184-001/JS-001 for further information on completion of work.

3.2 STOP REPAIR ACTION (Mandatory)

Upon receipt of an updated SNAPS indicating Stop Repair Action, the Contractor must action the Repairable as per the Instructions supplied.

The Contractor must comply immediately with all stop repair instructions.

Refer to Chapter 3.2 of A-LM-184-001/JS-001 for detailed procedures.

4.0 SELECTION NOTICE AND PRIORITY SUMMARY (SNAPS) (As applicable on an exceptional basis)

The SNAPS is a report found in the DRMIS BI Portal application and is designed to show all MMRs which are selected for repair to that RMA/SLOC, the Maximum Repair Cost (MRC) and the 24-month forecast. The information on the SNAPS plus the R&O contract provides the Contractor with the authority to repair.

Refer to Chapter 4 of A-LM-184-001/JS-001 for further information on Annual Repair Forecasts.

5.0 COST CONTROL (Mandatory)

The Contractor must monitor the cost of each repair to ensure that total repair costs remain within approved limits. While undergoing repair, total cost must be monitored to determine whether or not to continue the repair.

Refer to Chapter 5.0 of A-LM-184-001/JS-001 for more information on cost control.

5.1 DEFINITIONS (As Applicable)

Refer to Chapter 5.1 of A-LM-184-001/JS-001 for definitions pertaining to cost control.

6.0 COSTING RECORDS (Mandatory)

The Contractor must prepare forms and maintain records in accordance with Chapter 6.0 of A-LM-184-001/JS-001.

6.1 INVOICE/CLAIMS FOR PAYMENT (ACCOUNTABLE ADVANCE SPARES) (As applicable)

The Contractor must submit monthly invoices for AAS, but only after receipt and acceptance of the materiel and inspection in accordance with the CGCS quality assurance code (QAC) in the event that a certificate of conformance or test data is required.

Refer to Chapter 6.1 of A-LM-184-001/JS-001 for further information on invoices for AAS

7.0 ENGINEERING & MAINTENANCE SERVICES (Mandatory)

Refer to Chapter 7.0 of A-LM-184-001/JS-001 for more information on engineering and maintenance services.

7.1 DND 626 TASK AUTHORIZATION (Mandatory)

Refer to Chapter 7.1 of A-LM-184-001/JS-001 for further information on DND 626 Task Authorizations.

7.2 MOBILE REPAIR PARTY (MRP) (As Applicable)

A Mobile Repair Party is an individual or group of individuals who perform repair work away from a Contractor's plant and regional area.

Refer to Chapter 7.2 of A-LM-184-001/JS-001 for more information on MRP.

7.3 EQUIPMENT TURN AROUND TIME (TAT) (Mandatory)

Unless specifically identified within the contract, equipment turn-around-time (TAT) to a serviceable state must be achieved in 90 calendar days.

Refer to Chapter 7.3 of A-LM-184-001/JS-001 for more information on TAT.

7.4 PRIORITY REPAIR REQUEST (PRR) (Mandatory)

On receipt of a PRR, the contractor is to determine whether DND's required delivery date (RDD) can be met. If not, the contractor is required to provide to the appropriate Supply Manager and the consignee designated on the PRR format with a realistic estimated delivery date (EDD).

Refer to Chapter 7.4 of A-LM-184-001/JS-001 for more information on PRR.

7.5 SPECIAL INVESTIGATIONS & TECHNICAL STUDIES (SITs) (As Applicable)

When authorized by the Procurement Authority via a Task Authorization/DND 626, the Contractor must open a work order to undertake special investigation and technical studies and must provide relevant data to these investigations as and when required.

Refer to Chapter 7.5 of A-LM-184-001/JS-001 for more information.

7.6 TECHNICAL INVESTIGATIONS & ENGINEERING STUDIES (TIES) (As Applicable)

When authorized by the PA, via a Task Authorization/DND 626, the Contractor must undertake technical investigations and engineering studies.

Refer to Chapter 7.6 of A-LM-184-001/JS-001 for more information.

7.7 TERMINATION OF CONTRACT (Mandatory)

When an R&O contract is not extended, or cancelled by mutual consent or terminated for convenience or by default, the Procurement Authority must form a Contract close-out planning team to provide the contractor with instruction for the completion of the work already on the repair line and to provide instruction and to coordinate the transfer of DND-owned equipment.

Refer to Chapter 7.7 of A-LM-184-001/JS-001.

8.0 SUPPLY SUPPORT/SUSTAINMENT SUPPORT (Mandatory)

8.1 TRANSACTION DOCUMENTATION (Mandatory)

The DND 2227 is the supply document used by all contractors when performing supply related transactions. Contractors can use their own templates, provided all of the same information appears on their templates.

Refer to Chapter 8.1 of A-LM-184-001/JS-001 for more information.

8.2 CONTRACTOR SUPPLY ACCOUNTING (Mandatory)

Prime Contractors will be provided an RMA and CRPA for holding spare parts for repair and overhaul of DND materiel. Total National holdings of government owned materiel are not to be held on an RMA or CRPA.

Refer to Ch. 8.2 of A-LM-184-001/JS-001 for more information.

8.3 MANAGEMENT OF GOVERNMENT OWNED SPARES (As Applicable)

All government owned materiel (CIS, AAS, GFOS) must be brought on charge to ensure total asset visibility.

Refer to Chapter 8.3 of A-LM-184-001/JS-001 for more information.

8.4 SPARES REVIEW (As Applicable)

In conjunction with the two year stocktaking schedule, the Contractor must carry out a review of CIS, AAS (must be done on a yearly basis), and GFOS. This will ensure all of the material is brought on charge on completion of the stocktaking.

Refer to Chapter 8.4 of A-LM-184-001/JS-001 for more information.

8.5 STOCKTAKING (Mandatory)

The PA, working with the supporting NDQAR must initiate and have the contractor carry out a one hundred per cent (100%) manual stocktaking of in country RMAs, and CRPAs, as well as, CIS, GFOS, AAS and Loan Accounts must be counted at a minimum of once every two years or as indicated by Cycle Count Indicator.

Refer to Chapter 8.5 of the A-LM-184-001/JS-001 for more information and the processes for Stocktaking.

8.6 EMBODIMENT FEES (As Applicable)

Embodiment fees must be negotiated by PSPC and must be charged against the specific R&O work. Refer to Chapter 8.6 of A-LM-184-001/JS-001 for further explanation and detail.

8.7 WAREHOUSING (Mandatory)

The Contractor must be responsible for the appropriate warehousing and storage of government owned materiel

Refer to Chapter 8.7 of A-LM-184-001/JS-001 for further information on Warehousing.

8.8 LOSS OR DAMAGE TO DND MATERIEL (Mandatory)

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

Refer to Chapter 8.8 of A-LM-184-001/JS-001 for further explanation and detail.

8.9 SCRAP - CUSTODY & DISPOSAL (Mandatory)

The Contractor must safeguard, control and dispose of scrap material.

Refer to Chapter 8.9 of A-LM-184-001/JS-001 for further explanation and detail on scrap materiel.

8.10 PACKAGING (Mandatory)

Specific packaging instructions must be adhered to by the Contractor in order to assure maximum life, utility and performance of materiel.

Refer to Chapter 8.10 of A-LM-184-001/JS-001 for further explanation and detail on packaging.

8.11 REUSABLE CONTAINERS (As Applicable)

Individual reusable containers must be used and provided as directed in the contract.

Refer to Chapter 8.11 of the A-LM-184-001/JS-001 for more information on reusable containers.

8.12 TRANSPORTATION (Mandatory)

If Contractors are required to return equipment back to DND, they must follow the terms and conditions of the contract in place.

Refer to Chapter 8.12 of the A-LM-184-001/JS-001 for more information pertaining to transportation.

9.0 WARRANTY CONSIDERATION (Mandatory)

Upon receipt of equipment or materiel returned by DND for warranty consideration, the Contractor must follow the procedures as outlined in Chapter 9.0 of A-LM-184-001/JS-001.

9.1 WARRANTY REVIEW BOARD (As Applicable)

Each time an item is received by the Contractor for warranty consideration and there is a dispute as to responsibility, a WRB must be established.

Refer to Chapter 9.1 of A-LM-184-001/JS-001 for more detail on the Warranty Review Board.

10.0 CONTRACTOR USE OF DND EQUIPMENT AND PUBLICATIONS (As Applicable)

Written consent must be provided by DND for contractor use of DND publications, tools, test-equipment or jigs and fixtures for commercial work.

Refer to Chapter 10.0 of A-LM-184-001/JS-001 for more information.

11.0 PUBLICATIONS (As Applicable)

The Contractor must document requirements for publications and submit to the PA. The Contractor must develop procedures to control all DND publications in their possession and be responsible for amending all DND publications in his custody. The record of amendments must be maintained as indicated in the applicable area of each publication.

Refer to Chapter 11.0 of A-LM-184-001/JS-001 for more information.

11.1 AVAILABILITY OF PUBLICATIONS (As Applicable)

The Contractor must provide the PA with a list of all DND publications obtained from the Contract Authority prior to signing the contract.

Refer to Chapter 11.1 of A-LM-184-001/JS-001 for more information.

11.2 DISPOSAL OF PUBLICATIONS (As Applicable)

When a publication is no longer needed, the Contractor must request disposal instructions and take action as directed.

Refer to Chapter 11.2 of A-LM-184-001/JS-001 for more information.

12.0 OFFICE SERVICES (As Applicable)

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

Refer to Chapter 12.0 of A-LM-184-001/JS-001 for further explanation.

13.0 MINUTES OF MEETINGS (Mandatory)

When meeting minutes are required, the Contractor is responsible for taking them and preparing them in the approved format.

Refer to Chapter 13.0 of A-LM-184-001/JS-001 for further explanation.

14.0 PLANT SHUTDOWN/VACATION PERIOD (Mandatory)

During plant shutdown and/or vacation periods, the Contractor must ensure that adequate facilities/personnel are available to ensure the satisfaction of High Priority Requirements (HPRs).

Refer to Chapter 14.0 of A-LM-184-001/JS-001 for further explanation.

15.0 REPORTS (Mandatory)

15.1 MATERIEL MANAGEMENT REPORTS (Mandatory)

Reports are available to the Contractor in DRMIS or from their supporting NDQAR.

Refer to Chapter 15.1 of A-LM-184-001/JS-001 for a complete list of reports available to contractors.

15.2 MRP PROGRESS REPORTS (Mandatory)

This report must be submitted on a monthly basis, as per Chapter 15.2 of A-LM-184-001/JS-001.

15.3 TECHNICAL INVESTIGATION AND ENGINEERING STUDIES (TIES) REPORTS (Mandatory)

TIES may only be authorized by the Procurement Authority. The Contractor must complete the report as stipulated under a DND 626.

Refer to Chapter 15.3 of A-LM-184-001/JS-001 for more information.

15.4 ANNUAL GOVERNMENT OWNED INVENTORY REPORT (Mandatory)

The Contractor must submit a report annually to the PA on the value of all government owned materiel.

Refer to Chapter 15.4 of A-LM-184-001/JS-001 for further information.

APPENDIX 2 TO ANNEX A - AIRWORTHINESS MANAGEMENT PLAN



National Défense
Defence nationale

DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE – TITRE Airworthiness Management Plan (AMP)	2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION AW- 001
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET To describe the Contractor's plan for compliance to Technical Airworthiness Requirements.	
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) 1. DIRECTORATE OF TECHNICAL AIRWORTHINESS (DTA) 2. DND TECHNICAL AUTHORITY (TA).
6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT	
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE 1. The AMP must function as the overall plan for: a. Assuring the airworthiness of end products and services delivered in the period between contract award and the achievement of full Technical Airworthiness Authority (TAA) accreditation/recognition; b. Obtaining full TAA accreditation/recognition, including the submission of a proposed Maintenance (MPM) Process Manual; and c. Measuring progress toward achieving full TAA accreditation/recognition.	
8. ORIGINATOR - AUTEUR	9. APPLICABLE FORMS - FORMULES PERTINENTES TAM, see http://admmat.mil.ca/dgaepm/dtaes/en/technical_airworthiness_manual_e.asp
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES	
1. In the Contractor's own format, the AMP must describe the Contractor's processes and control systems for ensuring the airworthiness of all aeronautical products and services in the period between contract award and full TAA accreditation/recognition, including, but not limited to the following: a. Maintenance Support: i. A description of the scope and depth of authority that the bidder proposes to exercise as related to the conduct of PW120A maintenance, including a list of activities that the bidder agrees must have DND Aircraft Engineering Officer (AEO) approval; ii. Responsibilities for personnel conducting airworthiness related activities; iii. Authorization system for personnel conducting maintenance certifications; iv. Eligibility criteria for personnel conducting maintenance certifications including Aircraft Release Authority (ARA), Aircraft Certification Authority (ACA), Maintenance Release Authority (MRA) and Shop Certification Authority (SCA) as applicable; v. Eligibility criteria for personnel granting authorizations to personnel conducting maintenance certifications including ARA and MRA as applicable; vi. Eligibility criteria for personnel to perform maintenance; vii. A description of the approved maintenance program and schedule to be followed; viii. A description of the technical records proposed for use, including traceability of component	

histories;

- ix. A description of the process for the completion, correction and retention of technical records;
 - x. A description of the process that ensures that only approved aviation replacement parts are used including procurement, materiel control and disposal; and
 - xi. A description of the process to be used to enter into and sustain any maintenance support arrangements with other companies.
2. In the Contractor's own format, the AMP must describe the Contractor's concept and schedule for achieving full Technical Airworthiness Manual (TAM) compliance and full TAA accreditation/recognition within one year of contract award. The AMP must include the Contractor's plan for submitting to the TAA, an Engineering and/or Maintenance Process Manual in accordance with the requirements of the DND TAM (CFTO C-05-005-001/AG-001) within six (6) months of contract award.

Note: DTAES requires the MPM 6 months in advance of accreditation date.

3. Progress Reports on Technical Airworthiness Compliance must be submitted every two months until receipt of full TAA accreditation/recognition. The reports must track progress against the schedule provided in the Airworthiness Management Plan (AMP), identify problem areas and proposed solutions.

Note: The need to produce an AMP may not be required if the Contractor is an Original Equipment Manufacturers (OEMs) or an organisations that have been approved by a regulatory agency acceptable to the TAA (i.e., TC and US FAA) for a similar scope and depth of engineering and maintenance activities as defined in this contract. The organisation may be eligible to go through a recognition vice an accreditation process. TAA recognition is an abbreviated process for demonstrating compliance to the TAM. Eligibility for recognition will be determined based on the data provided within the bid proposal. TAA allowances for this will be discussed with the contract TA and the successful bidder at the initial Technical Airworthiness Management meeting as per Para 3.1.5 of the CT142, PW120A Engines, Engine Components and Associated Equipment SOW.

APPENDIX 3 TO ANNEX A - MAINTENANCE PROCESS MANUAL



National Défense
Defence nationale

DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE – TITRE Maintenance Process Manual (MPM)		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION AW-002	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET To describe the Contractor's Maintenance procedures and demonstrate compliance to the DND Technical Airworthiness Manual (TAM).			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)	6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT	
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE The Draft MPM is required as part of the Contractor's undertaking to achieve TAA accreditation/recognition as an AMO. Once it has been approved by the TAA it will replace the procedural instructions contained in the Contractor's Airworthiness Management Plan (AMP)			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES			
<p>1. The Contractor's MPM must be developed to provide the information identified in the TAM Part 1, Chapter 4, paragraph 1.4.2.S1.3 and to comply with the requirements specified in the DND/CF Technical Airworthiness Program.</p> <p>2. While every AMO is unique, all MPMs share the requirement to cover the following general topics upon the scope and depth of authority assigned to the organization found in TAM Part 1 Chapter 4 Annex C Appendix 1, http://admmat.mil.ca/dgaepm/dtaes/en/technical_airworthiness_manual_e.asp</p> <p>3. The Draft Version must be prepared and submitted within 6 months of contract award unless authorized otherwise by TAA. The Draft Version must describe a "steady state" authorization control system. This is a description of how the organization will authorize its personnel to perform maintenance and conduct airworthiness functions <u>after</u> accreditation/recognition.</p> <p>4. The Final Version must comply with the requirements of the DND/CF Technical Airworthiness Program and the TAM, and must be complied with by the Contractor in carrying out his responsibilities for Technical Airworthiness.</p>			

ANNEX B BASIS OF PAYMENT

1. This Annex, when completed will be considered as the Financial Bid. Unit prices below must be firm and in Canadian funds including Canadian customs duties, excise taxes, which are to be Delivered Duty Paid (DDP), FOB destination, including offloading as indicated herein.
2. It is mandatory that Bidders submit firm prices for each period of the proposed Contract inclusive of all labour, tools, training aids, supplies and equipment. All Rates in CDN dollars. Applicable Taxes are extra. No other charges will be allowed. The Contractor must perform the work in accordance with the latest version of the PW120A/PW121 Overhaul Manual and Annex A - 3.4 Technical Requirements.
3. Forecasted **Contractor Furnished Material** (CFM) as provided below. CFM includes Exchange Parts and Re-conditioned Parts.

Exchange and Reconditioned embodiments will be billed at the contractor direct cost plus a mark-up of; OR at Pratt and Whitney price list less a discount.

4. The quantity is an estimate only, provided in good faith for the purposes of evaluation and does not infer that all quantities for that item will be utilized or that the quantities may or may not be exceeded.

Note: Bidders must input Sub-contractor estimates, if applicable to Section 3 for each contract period or Sub-contractor.

NEXT PAGE: Financial Bid Pricing Schedule

Part A - Contract Period 1: _____, 2020 through to and including _____, 2021

Section 1	Description as per Annex A 3.5 Repair and Overhaul (R&O)	Reference	Firm Rate /Engine	Unit of Issue	Total
1.1	Hot Set Inspection		\$ _____	/Engine	\$ _____
1.2	Engine Overhaul		\$ _____	/Engine	\$ _____
1.3	Test Cell run for Engine		\$ _____	/Engine	\$ _____
1.4	Test Cell run for gearbox		\$ _____	/Engine	\$ _____
Evaluated Total Section 1					\$ _____
Section 2	Description	Reference	Estimated Use	Unit of Issue	Total
2.1	Authorized CFM, upon em- bodiment at laid-down cost: a) Exchange Parts plus a mark-up of: b) Reconditioned Parts plus a mark-up of:		\$ 50,000.00	____%	\$ _____
			\$ 50,000.00	____%	\$ _____
2.2.a	Blended Hourly Charge Out Rate; OR	# _____ Hrs.		/Hr.	\$ _____
2.2.b	Fixed Labour Cost per Engine (Bidder must provide estimated number of hours)	# _____ Hrs.			\$ _____
Evaluated Total Section 2					\$ _____
Section 3	Description	Reference	Estimated Use	Unit of Issue	Total
3.1	Sub-Contractor, if applicable at laid-down cost, plus a mark-up of:		\$ _____	____%	\$ _____
(A) Evaluated Total Section 3					\$ _____
PART A - FINANCIAL EVALUATION					
				Section 1	\$ _____
				Section 2	\$ _____
				Section 3	\$ _____
Part A - EVALUATED TOTAL					\$ _____

Part B - Contract Period 2: _____, 2021 through to and including _____, 2022

Section 1	Description as per Annex A 3.5 Repair and Overhaul (R&O)	Reference	Firm Rate /Engine	Unit of Issue	Total
1.1	Hot Set Inspection		\$ _____	/Engine	\$ _____
1.2	Engine Overhaul		\$ _____	/Engine	\$ _____
1.3	Test Cell run for Engine		\$ _____	/Engine	\$ _____
1.4	Test Cell run for gearbox		\$ _____	/Engine	\$ _____
Evaluated Total Section 1					\$ _____
Section 2	Description	Reference	Estimated Use	Unit of Issue	Total
2.1	Authorized CFM, upon embodiment at laid-down cost: c) Exchange Parts plus a mark-up of: d) Reconditioned Parts plus a mark-up of:		\$ 50,000.00	____%	\$ _____
			\$ 50,000.00	____%	\$ _____
2.2.a	Blended Hourly Charge Out Rate; OR	# _____ Hrs.		/Hr.	\$ _____
2.2.b	Fixed Labour Cost per Engine (Bidder must provide estimated number of hours)	# _____ Hrs.			\$ _____
Evaluated Total Section 2					\$ _____
Section 3	Description	Reference	Estimated Use	Unit of Issue	Total
3.1	Sub-Contractor, if applicable at laid-down cost, plus a mark-up of:		\$ _____	____%	\$ _____
(A) Evaluated Total Section 3					\$ _____
PART B - FINANCIAL EVALUATION					
Section 1					\$ _____
Section 2					\$ _____
Section 3					\$ _____
Part B - EVALUATED TOTAL					\$ _____

Part C - Contract Period 3: _____, 2022 through to and including _____, 2023

Section 1	Description as per Annex A 3.5 Repair and Overhaul (R&O)	Reference	Firm Rate /Engine	Unit of Issue	Total
1.1	Hot Set Inspection		\$ _____	/Engine	\$ _____
1.2	Engine Overhaul		\$ _____	/Engine	\$ _____
1.3	Test Cell run for Engine		\$ _____	/Engine	\$ _____
1.4	Test Cell run for gearbox		\$ _____	/Engine	\$ _____
Evaluated Total Section 1					\$ _____
Section 2	Description	Reference	Estimated Use	Unit of Issue	Total
2.1	Authorized CFM, upon embodiment at laid-down cost: e) Exchange Parts plus a mark-up of: f) Reconditioned Parts plus a mark-up of:		\$ 50,000.00	____%	\$ _____
			\$ 50,000.00	____%	\$ _____
2.2.a	Blended Hourly Charge Out Rate; OR	# _____ Hrs.		/Hr.	\$ _____
2.2.b	Fixed Labour Cost per Engine (Bidder must provide estimated number of hours)	# _____ Hrs.			\$ _____
Evaluated Total Section 2					\$ _____
Section 3	Description	Reference	Estimated Use	Unit of Issue	Total
3.1	Sub-Contractor, if applicable at laid-down cost, plus a mark-up of:		\$ _____	____%	\$ _____
(A) Evaluated Total Section 3					\$ _____
PART C - FINANCIAL EVALUATION					
Section 1					\$ _____
Section 2					\$ _____
Section 3					\$ _____
Part C - EVALUATED TOTAL					\$ _____

Part D - Option Period 1: _____, 2023 through to and including _____, 2024

Section 1	Description as per Annex A 3.5 Repair and Overhaul (R&O)	Reference	Firm Rate /Engine	Unit of Issue	Total
1.1	Hot Set Inspection		\$ _____	/Engine	\$ _____
1.2	Engine Overhaul		\$ _____	/Engine	\$ _____
1.3	Test Cell run for Engine		\$ _____	/Engine	\$ _____
1.4	Test Cell run for gearbox		\$ _____	/Engine	\$ _____
Evaluated Total Section 1					\$ _____
Section 2	Description	Reference	Estimated Use	Unit of Issue	Total
2.1	Authorized CFM, upon em- bodiment at laid-down cost: g) Exchange Parts plus a markup of: h) Reconditioned Parts plus a mark-up of:		\$ 50,000.00	____%	\$ _____
			\$ 50,000.00	____%	\$ _____
2.2.a	Blended Hourly Charge Out Rate; OR	# _____ Hrs.		/Hr.	\$ _____
2.2.b	Fixed Labour Cost per Engine (Bidder must provide estimated number of hours)	# _____ Hrs.			\$ _____
Evaluated Total Section 2					\$ _____
Section 3	Description	Reference	Estimated Use	Unit of Issue	Total
3.1	Sub-Contractor, if applicable at laid-down cost, plus a mark-up of:		\$ _____	____%	\$ _____
(A) Evaluated Total Section 3					\$ _____
PART D - FINANCIAL EVALUATION					
Section 1					\$ _____
Section 2					\$ _____
Section 3					\$ _____
Part D - EVALUATED TOTAL					\$ _____

Part E - Option Period 2: _____, 2024 through to and including _____, 2025

Section 1	Description as per Annex A 3.5 Repair and Overhaul (R&O)	Reference	Firm Rate /Engine	Unit of Issue	Total	
1.1	Hot Set Inspection		\$ _____	/Engine	\$ _____	
1.2	Engine Overhaul		\$ _____	/Engine	\$ _____	
1.3	Test Cell run for Engine		\$ _____	/Engine	\$ _____	
1.4	Test Cell run for gearbox		\$ _____	/Engine	\$ _____	
Evaluated Total Section 1					\$ _____	
Section 2	Description	Reference	Estimated Use	Unit of Issue	Total	
2.1	Authorized CFM, upon embodiment at laid-down cost: i) Exchange Parts plus a markup of: j) Reconditioned Parts plus a mark-up of:		\$ 50,000.00	____%	\$ _____	
			\$ 50,000.00	____%	\$ _____	
2.2.a	Blended Hourly Charge Out Rate; OR	# _____ Hrs.		/Hr.	\$ _____	
2.2.b	Fixed Labour Cost per Engine (Bidder must provide estimated number of hours)	# _____ Hrs.			\$ _____	
Evaluated Total Section 2					\$ _____	
Section 3	Description	Reference	Estimated Use	Unit of Issue	Total	
3.1	Sub-Contractor, if applicable at laid-down cost, plus a mark-up of:		\$ _____	____%	\$ _____	
(A) Evaluated Total Section 3					\$ _____	
PART E - FINANCIAL EVALUATION						
					Section 1	\$ _____
					Section 2	\$ _____
					Section 3	\$ _____
Part E - EVALUATED TOTAL					\$ _____	

TOTAL FINANCIAL EVALUATION	
The Bidder's total Financial Bid will be evaluated as follows:	
Part A - Contract Period 1 Evaluated Total (A)	\$ _____
Part B - Contract Period 2 Evaluated Total (B)	\$ _____
Part C - Contract Period 3 Evaluated Total (C)	\$ _____
Part D - Option Period 1 Evaluated Total (D)	\$ _____
Part E - Option Period 2 Evaluated Total (E)	\$ _____
EVALUATED TOTAL BID PRICE	\$ _____

ANNEX C INSURANCE REQUIREMENTS

Aviation Liability Insurance

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.
2. The Aviation Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - e. Employees and, where applicable, Volunteers must be included as Additional Insured.
 - f. The policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - g. Employers' Liability (unless we have confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - h. Hangarkeeper's Liability: To cover loss of and/or damage to aircraft on the ground in the care, custody or control of the Contractor.
 - i. Products and Completed Operations: To cover liability arising from the sale and service of aviation products, assembly and repair activities, in connection with the Work performed by or on behalf of the Contractor.
 - j. Airport Tenants' Legal Liability Broad Form: To protect the Contractor for liabilities arising from its occupancy of leased airport premises.
 - k. Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

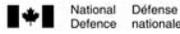
Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

Warehouseman's Legal Liability Insurance

1. The Contractor must obtain Warehouseman's Legal Liability Insurance coverage on Government Property, and maintain it in force while under its care, custody or control for storage, in an amount of not less than \$ 2,000,000.00. The Government's Property must be insured on a Replacement Cost (new) basis.
2. Administration of Claims: The Contractor must notify Canada promptly about any losses or damages to Government Property and monitor, investigate and document losses of or damage to Government Property to ensure that claims are properly made and paid.
3. The following endorsements must be included:
 - a. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.
 - b. Settlement of Claims: The insurance proceeds regarding any loss of or damage to Government Property must be payable to the appropriate party as directed by the Contracting Authority.
 - c. Loss Payee: Canada as its interest may appear or it may direct.
 - d. Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by the Department of National Defence and Public Works and Government Services Canada for any and all loss of or damage to the property however caused.

ANNEX D DND 626 TASK AUTHORIZATION FORM



TASK AUTHORIZATION AUTORISATION DES TÂCHES

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

ANNEX E TASK AUTHORIZATION USAGE REPORT

The Contractor must provide quarterly Task Authorization (TA) usage reports. The Contractor agrees that it is their responsibility to implement a system for tracking TAs under this Contract for the purposes of providing usage reports. This is to ensure that the Limitation of Expenditure indicated for "as and when requested" Work under this Contract is not exceeded.

Each Task Authorization Usage Report must include all the completed TAs for goods and services supplied under this Contract.

Task Authorization Usage Report Submission Schedule:

PERIOD OF WORK	REPORT DUE
1 st quarter: 01 April to 30 June	15 July
2 nd quarter: 01 July to 30 September	15 October
3 rd quarter: 01 October to 31 December	15 January
4 th quarter: 01 January to 31 March	15 April

The Contractor must provide information on each completed TA using the following format:

TA NUMBER	TA DOLLAR VALUE (GST INCLUDED)	CUMULATIVE TA DOLLAR VALUE (GST INCLUDED)	COMMENTS
Total Dollar Value of TAs for this Period:			
Accumulated TAs to Date (Cumulative Dollar Value + Period Dollar Value):			

[] Check this box if you are submitting a **NIL REPORT** (We have not done any business with Canada under this Contract, for this period).

SEND TO:

GU-APST@pwgsc.gc.ca

Or

Facsimile: (780) 497-3510

**ANNEX F
EVALUATION CRITERIA**

1. All aspects of this contract are subject to the provisions of the STATEMENT OF WORK: ANNEX A

Where applicable, Bidders must provide supporting technical documentation, including but not limited to, specification sheets, technical brochures, photographs or illustrations, which demonstrates the Bidders ability to meet the performance specification. This documentation must be provided with the offer at solicitation close and be cross-referenced within the Compliance Matrix tables below.

If the supporting documentation referenced above has not been provided at solicitation closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days. Failure to comply with the request of the Contracting Authority within that time period will render the offer non-responsive, and thus the offer will not be given any further consideration.
2. Completion of the Compliance Matrixes are mandatory to be considered a responsive bid.

Mandatory Technical Specifications (M):

- a. Failure to meet any of the mandatory requirements (M) addressed below will result in your proposal being deemed non-compliant.
- b. Bidders must provide documentation to demonstrate compliance to each mandatory criterion as identified.
- c. Bidders must cross reference where in their technical bid, the technical specification is located.
- d. Where you have indicated compliant, provide the specification being offered which meets or exceeds and cross-reference as to where the supporting documentation is found within your proposal. If there is insufficient space in the table, assign SIR # (Supplementary Information Reference) and provide the appropriate details on a separate page in your proposal. Where published supporting documentation is not available in the form of brochures, technical data sheets etc., mark in the table "certification by signature".

Point-Rated Criteria (P):

- a. Bidders must obtain a minimum passing mark of 70% overall for the technical evaluation criteria which are subject to point rating. The required minimum of 70 points. The rating is performed on a scale of 100 points.
- b. If there is insufficient space in the table, assign SIR # (Supplementary Information Reference) and provide the appropriate details on a separate page in your proposal. Where published supporting documentation is not available in the form of brochures, technical data sheets etc., mark in the table "certification by signature".

MANDATORY TECHNICAL CRITERIA	POINT-RATED TECHNICAL CRITERIA
M1 – Approved Maintenance Organization	P1 – Workforce Qualifications and Experience (Skill R&O Labour)
M2 – Technical Airworthiness Authority	P2 – Past Experience – Technical
M3 – Technical Repair Services - Contractor Facilities	P3 – Past Experience – Project Turn-Around-Time
M4 – Equipment and Tooling	
M5 – Quality Control and Assurance	
M6 – Past Experience - Technical	
M7 – Points of Contact	

MANDATORY TECHNICAL CRITERIA - Failure to meet any of the mandatory requirements (M) addressed below will result in your proposal being deemed non-compliant.		
Item number and description	Bidder is to indicate how they meet the specifications addressed below and to cross-reference where this technical specification is located in their technical data sheet or narrative.	Evaluator's Comments
<p>M1 Approved Maintenance Organization (AMO) The Bidder must be a Transport Canada (TC), or equivalent (FAA, JAA, EASA, etc.), Approved Maintenance Organization with the following rating: a. Aero-Engine (Specialized) rating for Pratt & Whitney Canada PW120A Engines; The Bidder must submit their TC approval certificate(s) to prove compliance.</p>		
<p>M2 Technical Airworthiness Authority (TAA) The Bidder must commit to obtaining and maintaining TAA recognition for the scope and depth of the airworthiness-related activities of work specified in the contract as per the CAF Technical Airworthiness Manual.</p>		
<p>M3 Technical Repair Services – Contractor Facilities The Bidder must be an OEM designated Pratt & Whitney overhaul facility for PW100-series engines capable of providing maintenance, repair and overhaul in accordance with the Statement of Work and comply with the Canadian Forces Technical Orders therein identified.</p>		
<p>M4 Equipment and Tooling The Bidder must indicate that they have or have available to them all equipment and tooling required to undertake all maintenance, repair and overhaul of PW120A Engines (Illustrated Equipment and Tooling Manual to carry out the Scope of Work).</p>		
<p>M5 Quality Control and Assurance The Bidder must have a Quality Management System deemed acceptable to the Director Quality Assurance (DQA). If the Bidder is ISO 9001-2015 or AS9100C certified then the submission of a copy of the quality manual is not required, provided that a copy of the ISO 9001 or AS9100C certificate is included in the response. If the Bidder is not ISO 9001-2015 or AS9100C certified they must</p>		

<p>demonstrate, to the satisfaction of the DQA, compliance with ISO 9001-2015 elements (requirements). This is done by providing information regarding the quality system being used at the Bidder's facility applicable to this solicitation. The information provided must include brief statements regarding the origin of the quality system (including any standards which were utilized in the development of the system), scope of the quality system, responsibility of key individuals within the organization with respect to the quality system and method of audit (include both internal and external audits), along with an uncontrolled copy of the organization's quality manual (electronic format preferred). External audits should include both regulatory and non-regulatory organizations auditing the Bidder's quality management system.</p> <p>For the purpose of this evaluation, an external audit is considered to be one conducted by an entity other than the Bidder's regulatory agency (e.g. TC or FAA) or an entity within the Bidder's corporate structure.</p> <p>Note: <i>The Bidder is not required to seek DQA acceptance for their equivalent Quality Management System prior to submitting the bid. If the Bidder requires DQA acceptance, the Bidder must submit their bid, including the above information, and DQA will be included during the bid evaluation for the purposes of evaluating the Bidder's equivalent Quality Management System.</i></p>	
<p>M6 Past Experience – Technical – Engine Repair and Overhaul</p> <p>The Bidder must detail the extent of its previous experience with respect to PW 100-series engines repair and overhaul over the last three (3) years.</p> <p>For the purpose of assessing this factor the evaluation board will determine if the bidder is compliant if the Bidder has carried out repair and overhaul work on at least one (1) PW 100-series engine per year, to the satisfaction of the client. The Bidder must state: the name of the client/company and their contact information, number and type of engines, induction date, and completion date. Failure to do so will render the proposal as non-responsive.</p>	
<p>M7 Points of Contact</p> <p>The Bidder must provide a single point of contact for all work associated with the Contract. A brief description of the individual's responsibilities must be included. Where a customer or account representative will be determined after contract award, the Bidder may provide the job description and indicate the representative's position within the Bidder's organization (e.g. through the use of an organization chart) in lieu of providing the name of an individual or a list of persons.</p>	

POINT-RATED CRITERIA - Failure to meet the minimum total points score of 70 will result in your proposal being deemed non-compliant.				
	Maximum Score	Evaluator Points Scored	Bidder Response Provide cross-reference where the supporting information is found in your proposal	Point-Rated Scoring Grid
<p>P1 Workforce Qualifications and Experience (Skilled R&O Labour)</p> <p>The Bidder must provide the years of experience for each technician (five employees only) dedicated to the repair and overhaul of PW 120A Aero-Engines. Experience must be provided in years employed in the repair and overhaul of aero-engines.</p> <p>For the purpose of assessing this factor the evaluation board will award points based on the average level of experience as follows: sum of years for five (5) skilled employees, divided by five (5).</p> <p><i>Note: This factor will be evaluated by the total level of experience of personnel utilized in order to complete the requirements of the SOW.</i></p>	40			<p>40 Points – The Bidder provides the complete qualifications and experience levels of each of the personnel involved in fulfilling the requirements of the SOW. Personnel qualifications and experience levels are acceptable. The “average” level of experience employed in the repair and overhaul of aero-engines is five (5) years or more.</p> <p>30 Points – The Bidder provides the qualifications and experience levels of a majority (above 50%) of the personnel involved in fulfilling the requirements of the SOW. Personnel qualifications and experience levels are acceptable. The “average” level of experience employed in the repair and overhaul of aero-engines is three (3) to four (4) years or more.</p> <p>20 Points – The Bidder provides the qualifications and experience levels of only the supervisory level personnel involved in fulfilling the requirements of the SOW. The “average” level of experience employed in the repair and overhaul of aero-engines is one (1) to two (2) years or more.</p> <p>0 Points – The Bidder does not provide qualifications and experience levels of any personnel, or provides inadequate information.</p>

<p>P2 Past Experience – Technical – Engine Repair and Overhaul</p> <p>The Bidder must detail the extent of its previous experience with respect to PW100-series engines repair and overhaul over the last three (3) years, to the satisfaction of past clients.</p> <p>For the purpose of assessing this factor the evaluation board will award points based on the experience of repair and overhaul of units and the number of occurrences. The Bidder must provide the number of PW100-series engine overhauls undertaken and completed per year over the three year period, detailing the extent of client satisfaction, and warranty claims if applicable.</p>	<p>40</p>		<p>40 Points – Work carried out on four (4) or more PW120A Engines per year to the satisfaction of the client.</p> <p>30 Points – Work carried out on four (4) or more PW100-series Engines per year, to the satisfaction of the client.</p> <p>20 Points – Work carried out on one (1) to three (3) PW120A Engines per year, to the satisfaction of the client.</p> <p>10 Points – Work carried out on one (1) to three (3) PW100-series Engines per year, to the satisfaction of the client.</p> <p>0 Points – Work carried out on less than one (1) PW100-series Engine per year, to the satisfaction of the client.</p>
<p>P3 Past Experience – Project Turn-Around-Time (TAT)</p> <p>Based on past experience, the Bidder must provide an average Turn-Around-Time (TAT) for repair and overhaul services of PW100-series aero-engines. The Bidder must present this information for the past three (3) years in reference to the list provided to P3 – Past Experience – Technical – Engine Repair and Overhaul.</p> <p><i>Note: The TAT must be defined as the period when: the component arrives at the Bidder's facility, to the time it leaves the Bidder's facility, enroute to the Consignee.</i></p>	<p>20</p>		<p>20 Points – Average TAT is less than thirty (30) calendar days</p> <p>15 Points – Average TAT is between thirty-one (31) and forty (40) calendar days</p> <p>10 Points – Average TAT is between forty-one (41) and fifty-five (55) calendar days</p> <p>0 Points – Average TAT is fifty-six (56) calendar days or more.</p>
<p>TOTAL POINTS SCORE</p>			

Sollicitation No. - N° de l'invitation
W7006-20R089/A
Client Ref. No. - N° de réf. du client
W7006-20R089

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-0-43017

Buyer ID - Id de l'acheteur
EDM206
CCC No. - N° CCC /FMS No. - N° VME

ANNEX G to PART 3 OF THE BID SOLICITATION
ELECTRONIC PAYMENT INSTRUMENTS
(Bidder to complete as applicable)

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

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

**ANNEX H to PART 5 OF THE BID SOLICITATION
FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION**

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

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

Date: _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

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

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

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

OR

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

B. Check only one of the following:

- B1. The Bidder is not a Joint Venture.

OR

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