



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

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

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Maritime Aircraft Division/Division de aéronefs maritimes

11 Laurier St. / 11, rue Laurier

8C1, Place du Portage

Gatineau

Québec

K1A 0S5

Title - Sujet Fire Bottle	
Solicitation No. - N° de l'invitation W8485-195083/A	Date 2020-10-09
Client Reference No. - N° de référence du client W8485-195083	
GETS Reference No. - N° de référence de SEAG PW-\$\$BQ-161-27925	
File No. - N° de dossier 161bq.W8485-195083	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-12-01	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Morgan(161bq), Jacinth	Buyer Id - Id de l'acheteur 161bq
Telephone No. - N° de téléphone (873) 469-3563 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

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

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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 that 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 Security, Financial 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 Statements of Work, the Basis of Payment, the Security Requirements Checklist, the Federal Contractors Program for Employment Equity - Certification, and DND 626 Task Authorization Form.

1.2 Summary

1.2.1 The Department of National Defence (DND) and the Canadian Armed Forces (CAF) have an ongoing requirement for the provision of repair, re-qualification, recharging, testing, reduction to spare parts, engineering services for aircraft and tracked vehicle fixed fire containers and components listed in Appendix 1 to Annex A.

The CAF operates various models of cylinders and support equipment, fire containers and components on all of its aircraft and some tracked vehicles. In addition, the CAF requires Halon management services from the contractor to enable the CAF to comply with Canadian regulations on ozone depleting substances.

The initial contract period is for three (3) years from the date of contract award. The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions.

1.2.2 There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website

1.2.3 The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA) and; the World Trade Organization (WTO)

1.2.4 The requirement is subject to a preference for Canadian goods and services.

1.2.5 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 D titled Federal Contractors Program for Employment Equity - Certification.”

1.3 Debriefings

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Amd. No. - N° de la modif.
File No. - N° du dossier
161bqW8485-195083

Buyer ID - Id de l'acheteur
161BQ
CCC No./N° CCC - FMS No./N° VME

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada. Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

"Subsection 3.a) of Section 01, Integrity Provisions - Bid of Standard Instructions (2003) incorporated by reference above is deleted in its entirety and replaced with the following:

- a. at the time of submitting an arrangement under the Request for Supply Arrangements (RFSA), the Bidder has already provided a list of names, as requested under the Ineligibility and Suspension Policy. During this procurement process, the Bidder must immediately inform Canada in writing of any changes affecting the list of names ".

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days; and

Insert 180 days

Bids will remain open for a period of 60 days

2.2 Submission of Bids

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

Bids must NOT be sent directly to the Contracting Authority. Bids sent directly to the Contracting Authority will not be considered.

1. Bids may be submitted by using the epost Connect service provided by Canada Post Corporation.
 - i. PWGSC, National Capital Region: The only acceptable email address to use with epost Connect for responses to bid solicitations issued by PWGSC headquarters is: tpsgc.dgareceptiondessaoumissions-abbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca, or, if applicable, the email address identified in the bid solicitation.
2. To submit a bid using epost Connect service, the Bidder must :
 - ii. send directly its bid only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for epost Connect provided by Canada Post Corporation.

Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

2.3 Former Public Servant

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 FPSs, 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 FPSs 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.

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 15 calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

2.6 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.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Due to the nature of the bid solicitation, bids transmitted by facsimile will not be accepted.

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

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

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

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

Section I: Technical Bid

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

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

3.1.1 Bidders must submit their financial bid in accordance with the Basis of Payment in Annex C.

3.1.2 Canada requests that Bidders complete option 1 or 2 below:

1. Electronic Payment Instruments will be accepted for payment of invoices.
The following Electronic Payment Instrument(s) are accepted:
 - a) ☐ Direct Deposit (Domestic and International);
 - b) ☐ Electronic Data Interchange (EDI);
2. ☐ Electronic Payment Instruments will not be accepted for payment of invoices.

The Bidder is not obligated to accept payment by Electronic Payment Instruments.
Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.3 Exchange Rate Fluctuation

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

3.1.4 SACC Manual Clauses

Section III: Certifications

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

Section IV: Additional Information

A0300T (2017-04-27) Military aviation replacement parts: Condition and certification of deliverables end items

3.1.5 Categories

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

1. Category #1 - New Materiel

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

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

2. Category #2 - New Surplus Materiel

Deliverable end items, unused and supplied by an entity other than Category #1 sources. Full traceability documentation back to the owner of the design or manufacturing rights to the items or their authorized manufacturer or agent/distributor is required.

3. Category #3 - Other Condition

Any deliverable end item condition other than Category #1 or Category #2. Should the Bidder be offering deliverable end items in Category #3, a complete description of the item's condition and all available traceability documentation is required with the bid. Bids containing parts identified in this category are subject to evaluation by Canada.

3.1.6 Deliverable End Item Grid

Bidders must indicate the NATO Supply Code for Manufacturers or Commercial and Government Entity (NSCM/CAGE) code of the manufacturing entity under the appropriate category of the grid. For example, if a Bidder is offering a Category #1 item(s), it must indicate the NSCM number under that category as per the example below. Bidders may use additional pages to provide the complete description called up under Category #3 if necessary.

Item	Category 1 New Materiel	Category 2 New Surplus Materiel	Category 3 Other Condition
For example	NSCM: ABC12 Name: PWGSC	_____	_____
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____

3.1.7 Requirements for Airworthiness Certification

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

Bidders are advised that the Contractor must provide the following airworthiness documentation, for each unit of issue, within the interior packaging or attached to the good(s) supplied under the resulting contract. Note that this requirement is in addition to documentation required in support of invoice payment or other documentation requirements identified within the Contract:

1. Category #1 and #2 military unique aviation replacement parts must have an Original Equipment Manufacturer (OEM) or an OEM's approved manufacturer's Certificate of Conformance, which includes all the following information:
 - a. positive identification of the item by type, class, style, grade, model, part number, description, nomenclature and/or serial number, as applicable;
 - b. either the following certification, or a similarly worded statement, signed by an authorized inspector, that satisfies the intent of the following:

I certify that the aeronautical product described here conforms to the applicable design data and is in a condition for safe operations.
 - c. identification of both the authorized signatory and the organization.
2. Category #1 and #2 items, which have an application to a civilian type certified aircraft, must be supplied with a Certificate of Conformance, namely:
 - a. form TCCA Form One, Authorized Release Certificate, signed by a TC authorized inspector, within the two (2) years before contract award;
 - b. FAA Form 8130-3, Airworthiness Approval Tag, or a FAA Form 8130-4, Export Certificate of Airworthiness, signed by a FAA authorized inspector, within the two (2) years before contract award;
 - c. European Aviation Safety Agency (EASA) Form One, Authorized Release Certificate, signed by an EASA authorized inspector, within the two (2) years before contract award; or
 - d. OEM's or OEM's approved manufacturer's Certificate of Conformance; which includes:

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- i. positive identification of the item by type, class style, grade, model, part number, description, nomenclature, and/or serial number, as applicable;
 - ii. either the following certification, or a similarly worded statement, signed by an authorized inspector, that satisfies the intent of the following:

I certify that the aeronautical product described here conforms to the applicable design data and is in a condition for safe operations.
 - iii. identification of both the authorized signatory and organization.
3. Bidders must specify which one of the documents identified above will be provided for each item required to be supplied in response to the bid solicitation.

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

Mandatory and point rated technical evaluation criteria are included in Annex H.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

A0220T (2014-06-26) Evaluation of Price-Bid

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

4.2 Basis of Selection

4.2.1 Mandatory Technical Criteria

SACC Manual Clause A0031T (2010-08-16)

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.1.2 Additional Certifications Required with the Bid

Halon Certification;
Airworthiness accreditation; and
Certificate of quality management, in accordance with Annex A.

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>), 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#>).

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.

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Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

PART 6 – SECURITY, INSURANCE AND OTHER REQUIREMENTS

6.1 Security Requirements

1. At the date of bid closing, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- (d) the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
- (e) the Bidder must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 - Section IV Additional Information.

2. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

6.2 Not used

6.3 Not used

6.4 Controlled Goods Requirement

6.4.1. A9130T (2019-11-28), Controlled Goods Program

1. As the resulting contract will require the production of or access to controlled goods that are subject to the [Defence Production Act](#), R.S. 1985, c. D-1, bidders are advised that within Canada only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: [Controlled Goods Program](#) and registration is carried out as follows:
 - a. When the bid solicitation includes controlled goods information or technology, the Bidder must be registered, exempt or excluded under the CGP before receiving the bid solicitation. Requests for technical data packages or specifications related to controlled goods should be made in writing to the Contracting Authority identified in the bid solicitation and must contain the CGP registration number or written proof of exemption or exclusion of the Bidder and of any other person to whom the Bidder will give access to the controlled goods.
 - b. When the bid solicitation does not include controlled goods information or technology but the resulting contract requires the production of or access to controlled goods, the successful Bidder and any subcontractor who will be producing or accessing controlled goods must be registered, exempt or excluded under the CGP before examining, possessing or transferring controlled goods.
 - c. When the successful Bidder and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of contract award, the successful Bidder and any subcontractor must, within seven (7) working days from receipt of

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written notification of contract award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No examination, possession or transfer of controlled goods must be performed until the successful Bidder has provided proof, satisfactory to the Contracting Authority that the successful Bidder and any subcontractor are registered, exempt, or excluded under the CGP.

Failure to provide proof, satisfactory to the Contracting Authority, that the successful Bidder and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of contract award, will be considered a default under the resulting contract except to the extent that Canada is responsible for the failure due to delay in processing the application.

2. Bidders are advised that all information on the Application for Registration (or exemption) Form will be verified and errors or inaccuracies may cause significant delays and/or result in denial of registration or exemption.

6.5 Insurance Requirements

SACC Manual clause G1005C (2016-01-28) Insurance - No specific requirement

PART 7 – RESULTING CONTRACT CLAUSES

7.1 Statement of Work or Requirement

B4007C (2014-06-26) Statement of Work – Contract

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

7.1.2 Task Authorization

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

7.1.2.1 Task Authorization Process

1. The Technical Authority (TA) will provide the Contractor with a description of the task using DND 626, Task Authorization Form specified in Annex E.
2. The Task Authorization 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 Task Authorization will also include the applicable basis (bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Procurement Authority, within 30 (thirty) 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 Task Authorization authorized by the Procurement Authority (PA) or the Contracting Authority (CA) has been received by the Contractor. The Contractor acknowledges that any work performed before a Task Authorization has been received will be done at the Contractor's own risk.

7.1.2.2 Task Authorization Limit

The Procurement Authority may authorize individual task authorizations up to a limit of \$50,000.00 Applicable Taxes included, inclusive of any amendments/revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

7.1.2.3 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

7.1.2.4 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 or in Annex A. 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 15 (fifteen) 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 the following;

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 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 Task Authorizations; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized Task Authorizations.

7.1.2.5 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by the Department of National Defence. 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/standard-acquisition-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** apply to and form part of the Contract.

7.3 Security Requirements

7.3.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract. Reliability Status

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. This contract includes access to **Controlled Goods**. Prior to access, the contractor must be registered in the Controlled Goods Program of Public Works and Government Services Canada (PWGSC).
3. The Contractor/Offeror personnel requiring access to sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
5. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at Annex F;
 - b) *Industrial Security Manual* (Latest Edition).

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from the date of the contract to three (3) years later (*Date provided at contract award*) inclusive.

7.4.2 Delivery Date

7.4.3 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 (1) year period(s) 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 30 (thirty) 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.

7.4.4 Not used

7.4.5 Delivery Points

Delivery of the requirement will be made to delivery point(s) at Canadian Forces bases / supply depots (*to be determined in resulting contract.*).

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7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Jacinth Morgan
Title: Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Aerospace Equipment Program Directorate
Address: 11 Laurier Street
Gatineau, Quebec, K1A 0S5

Telephone: 613-599-3018 / 873-469-3563 (messages only)
E-mail address: jacinth.morgan@tpsgc-pwgsc.gc.ca

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

7.5.2 Procurement Authority

The Procurement Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-_____
E-mail address: _____

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

7.5.3 Technical Authority

The Technical Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
E-mail address: _____

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.

7.5.4 Halon Management Authority

The authority for Halon Management is:

Name: Gilles Labrie
Title: Divisional Environmental Management Officer
Organization: Director Maritime Equipment Program Management (DMEPM)
Major Surface Combatant (MSC) 4-2-4
Address: MGen George R. Pearkes Bldg
Ottawa, Ontario, Canada, K1A 0K2

Telephone: (819) 939-3409 / (613) 791-0674
E-mail address: GILLES.LABRIE@forces.gc.ca

7.5.5 Contractor's Representative

Name: _____
Title: _____

Telephone: ____-____-____

E-mail address: _____

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.

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 FPSs, 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 FPSs 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: 2019-01](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

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.

7.7 Payment

7.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization, the Contractor will be paid the firm unit prices in accordance with the basis of payment, in Annex B, as specified in the authorized Task Authorization. Customs duties are included and Applicable Taxes are extra.

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

7.7.2 Limitation of Expenditure - Contract

1. Canada's total liability to the Contractor under the Contract must not exceed the sum of \$ _____ (to be completed in resulting contract). 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. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of 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 TAs, 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 Method of Payment

H1003C (2010-01-11) Terms of Payment

1. Canada will make progress payments in accordance with the payment provisions of the Contract, no more than once a month, for cost incurred in the performance of the Work, up to 100 percent of the amount claimed and approved by Canada if:
 - a. an accurate and complete claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - b. the amount claimed is in accordance with the basis of payment;
 - c. the total amount for all progress payments paid by Canada does not exceed 100 percent of the total amount to be paid under the Contract;
 - d. all certificates appearing on form [PWGSC-TPSGC 1111](#) have been signed by the respective authorized representatives.

2. Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the rights to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

7.7.4 Delivery

D0035C (2020-07-01) Delivery, Inspection and Acceptance

1. Delivery will be FCA Free Carrier at _____ (**insert the named place, e.g. Contractor's facility**) Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility
2. Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.
 - a. Insert the following when the Contractor is located in the United States (U.S.):
Inbound Logistics Coordination Center (ILCC):
Telephone: 1-877-447-7701 (toll free)
Facsimile: 1-877-877-7409 (toll free)
E-mail: ILHQOttawa@forces.gc.ca
3. The Contractor must provide the following information to the DND Inbound Logistics contact when arranging for shipment:
 - a. the Contract number;
 - b. consignee address (if multiple addresses, items must be packaged and labeled separately with each consignee address);
 - c. description of each item;
 - d. the number of pieces and type of packaging (e.g. carton, crate, drum, skid);
 - e. actual weight and dimensions of each piece type, including gross weight;
4. Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, the marking of each piece with a Transportation Control Number and customs documentation.
5. The Contractor must not ship goods before receiving shipping instructions from the DND Inbound Logistics contact.
6. If the Contractor delivers the goods at a place and time that are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.

7.7.5 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s). The Bidder's option will remain in the resulting contract):

- a. Direct Deposit (Domestic and International);
- b. Electronic Data Interchange (EDI);

7.7.6 Not used

7.7.7 Time Verification

C0711C (2008-05-12) Price

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

7.8 Invoicing Instructions

H3022C (2016-01-28) Invoicing Instructions – Progress Payment Claim – Supporting Documentation Required

Invoicing Instructions - Progress Payment Claim - Supporting Documentation required

1. The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment.

Each claim must show:

- a. all information required on form PWGSC-TPSGC 1111;
- b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;

Each claim must be supported by:

- a. a copy of time sheets to support the time claimed;
 - b. a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses.
2. Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.
 3. Invoices must be distributed as follows:
 - a. The original must be certified and submitted electronically to the Procurement Authority and the Contracting Authority identified under the section entitled "Authorities" of the Contract.
 - b. Larger invoices may be submitted through more than one e-mail. It is the Contractor's responsibility to ensure that the entire invoice was received; and
 - c. The Contractor should not assume that all documents have been received unless a DND or PSPC representative confirms receipt of each document.
 4. The Contractor must not submit claims until all work identified in the claim is completed.

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.

7.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. (insert the name of the province or territory as specified by the Bidder in its bid, if applicable).

7.11 Priority of Documents

A9140C (2007-05-25)

If there is a discrepancy between the wordings 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 supplemental general conditions 4012 (2012-07-16) Goods – Higher Complexity;
- (c) the general conditions 2035 (2020-05-28) Higher Complexity Services;
- (d) Annex A, Technical Statement of Work;
- (e) Annex B, Logistics Statement of Work;
- (f) Annex C, Basis of Payment;
- (g) Annex F, SRCL; and
- (h) Annex E, DND 626 Task Authorization.
- (i) the Contractor's bid dated _____ (to be completed in resulting Contract), as clarified/amended on _____ (to be completed in resulting Contract, if applicable).

7.12 Defence Contract

A9006C (2012-07-16) Defence Contract

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

Title to the Work or to any materials, parts, work-in-process or finished work must belong to Canada free and clear of all claims, liens, attachments, charges or encumbrances. Canada is entitled, at any time, to remove, sell or dispose of the Work or any part of the Work in accordance with section 20 of the Defence Production Act.

7.12.1 Canadian Forces Site Regulations

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

7.13 Foreign Nationals Canadian Contractor OR Foreign Contractor)

SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

OR

SACC Manual clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

7.14 Insurance

SACC Manual clause G1005C (2016-01-28) Insurance – No Specific Requirement

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

7.15 Controlled Goods Program

1. As the Contract requires production of or access to controlled goods that are subject to the [Defence Production Act](#) R.S. 1985, c. D-1, the Contractor and any subcontractor are advised that, within Canada, only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: [Controlled Goods Program](#)

2. When the Contractor and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of contract award, the Contractor and any subcontractor must, within seven (7) working days from receipt of written notification of the contract award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No examination, possession or transfer of controlled goods must be performed until the Contractor has provided proof, satisfactory to the Contracting Authority, that the Contractor and any subcontractor are registered, exempt or excluded under the CGP.

Failure of the Contractor to provide proof, satisfactory to the Contracting Authority, that the Contractor and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of contract award, will be considered a default under the Contract except to the extent that Canada is responsible for the failure due to delay in processing the application.

3. The Contractor and any subcontractor must maintain registration, exemption or exclusion from the CGP for the duration of the Contract and in any event for so long as they will examine, possess or transfer controlled goods.

A9131C (2011-05-16) The Contract involves controlled goods as defined in the Schedule to the [Defence Production Act](#). The Contractor must identify those controlled goods to the Department of National Defence.

7.16 Not used

7.17 Not used

7.18 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](#)".

7.19 SACC Manual Clauses

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

A0301C (2007-05-25)	Military Aviation Replacement Parts - Maintenance of Records
A1009C (2008-05-12)	Work Site Access
B8044C (2007-05-25)	Mobile Repair Parties
B9035C (2008-05-12)	Progress Meetings
C2000C (2007-11-30)	Taxes – Foreign-based Contractor
C2605C (2008-05-12)	Canadian Customs Duties and Sales Tax - Foreign-based Contractor
C2608C (2015-02-25)	Canadian Customs Documentation
C2610C (2007-11-30)	Customs Duties - Department of National Defence – Importer
C0300C (2014-06-26)	Cost Submission - Contract Cost Principles 1031-2
C2801C (2017-08-17)	Priority Rating: Canadian-based contractors
C4001C (2014-06-26)	Travel and Living Expenses - No allowance for profit and overhead
D0037C (2016-01-28)	Shipping Instructions (Department of National Defence) - Canadian-based Contractor
D3010C (2016-01-28) and D3013C (2007-11-30)	Delivery and Inspection
D2000C (2007-11-30)	Marking (In Contract)
D2001C (2007-11-30)	Labelling (In Contract) if applicable
D5510C (2017-08-17)	Quality Assurance Authority (DND) – Canadian-Based Contractor Quality Assurance Authority (DND) –Foreign-based and United States Contractor
D5515C (2010-01-11)	Quality Assurance Authority (In Contract) - Foreign/USA
D5540C (2019-05-30)	ISO 9001:2008 Quality Management Systems - Requirements (Quality Assurance Code Q)
D5545C (2019-05-30)	ISO 9001:2008 Quality Management Systems – Requirements (Quality Assurance Code C)
D5604C (2008-12-12)	Release Documents (In Contract) - Foreign
D5605C (2010-01-11)	Release Documents (Department of National Defence) – United States-based Contractor
D5606C (2017-11-28)	Release Documents (DND) – Canadian based Contractor
D5580C (2007-11-30)	Civilian Aircraft Inspection (Quality Assurance Code J)
D5620C (2012-07-16)	Release Documents and Distribution
D9002C (2007-11-30)	Incomplete Assemblies
D9010C (2015-02-25)	Military Aviation Parts Airworthiness Documentation

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

7.20 Contract Closeout

At the first PRM, the Contractor must provide, to the CA, a draft Contract Close Out Plan (CCOP) detailing contract close out procedures and associated costs. This plan will be finalized throughout the life of the contract.

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Amd. No. - N° de la modif.
File No. - N° du dossier
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Buyer ID - Id de l'acheteur
161BQ
CCC No./N° CCC - FMS No./N° VME

The plan should detail if applicable:

- a list of all items of Special Production Tooling procured at Canada's expense under this Contract;
- Any drawings, reports, data, documents or materials delivered by the Contractor in providing the specified services shall be handled or to be released to a third party;
- Any GFE - (loaned equipment). The Contractor is responsible for packing, packaging and marking of the equipment for the return to DND;
- Surplus tooling, test equipment and materials to be reported to Canada using Forms DSS-1225 and/or DSS 1476 at completion of this contract.

ANNEX A TECHNICAL STATEMENT OF WORK

FOR THE PROVISION OF REPAIR AND OVERHAUL/REQUALIFICATION & TECHNICAL INVESTIGATION SERVICES OF CANADIAN ARMED FORCES AIRCRAFT AND TRACKED VEHICLE FIXED FIRE CONTAINERS AND COMPONENTS

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1.0 SCOPE

1.1 PURPOSE

1.1.1 General

1.1.1.1 The Canadian Armed Forces (CAF) have a requirement for the provision of repair, re-qualification, recharging, testing, reduction to spare parts, engineering services for aircraft and tracked vehicle fixed fire containers and components listed in Appendix 1 to Annex A.

1.2 BACKGROUND

1.2.1 General

1.2.1.1 The CAF operates various models of cylinders and support equipment, fire containers and components on all of its aircraft and some tracked vehicles. As part of its maintenance policy, the CAF has most of its components and containers maintained by contractors. In addition to maintenance services, the CAF requires Halon management services from the contractor to enable the CAF to comply with Canadian regulations on ozone depleting substances.

1.3 NATURE OF WORK

1.3.1 General

1.3.1.1 As directed by Department of National Defence (DND), the work to be performed under this SOW involves:

- a. repair and re-qualification;
- b. limited recharging and refinishing;
- c. environmentally safe Halon handling;
- d. design, prototype, embodiment and documentation of limited approved modification that do not introduce a new or improved capability into the CAF;
- e. carrying out and documenting of limited approved Special Inspections (SI) as requested by the Technical Authority (TA);
- f. equipment reduction to spares and disposal as authorized;
- g. inventory control and management;
- h. managerial and clerical assistance to carry out work assignment on behalf of DND;
- i. submission of reports at regular intervals and on request; and
- j. Technical Investigation and Engineering Studies (TIES) as directed by the TA.

1.4 EXTENT OF WORK

1.4.1 General

1.4.1.1 The contractor shall provide the services required to support aircraft and tracked vehicle fixed fire containers and components for which they have received authorization in accordance with the List of Repairable Equipment under Contract at [Appendix 1](#)

1.4.1.2 The complete repair, rebuild and reheat of all arising as defined in CAN/CSA-B339, except lifed items that are time expired, is neither expected nor permitted under the terms of this contract.

1.4.1.3 Work carried out under this contract shall be within turnaround times of 90 days, economical, feasible and technically justifiable.

1.4.1.4 When uncertainty exists concerning whether repair or overhaul action is appropriate, the TA shall be contacted for instructions.

1.5 FEDERAL HALOCARBON REGULATIONS

1.5.1 General

1.5.1.1 All work with respect to this Statement of Work (SOW) must be carried out in accordance with Federal Halocarbon Regulations (FHR) including, but not limited to: contractor personnel qualifications, contractor qualifications, repair, recharge, disposal, record keeping, and Halon agent handling practices.

1.5.1.2 Additionally, the contractor shall adhere to and meet all requirements as described at [Appendix 3](#) of this SOW.

2.0 MANAGEMENT REQUIREMENTS

2.1 Meetings

2.1.1 Responsibility

2.1.1.1 The contractor shall provide representation, facilities and secretarial coverage for each meeting requested by DND.

2.1.1.2 When minutes of meetings are required, the contractor shall be responsible for recording and preparing the minutes in Accordance With (IAW) CDRL 005 and DID MIN-001 and approved by the TA.

2.1.1.3 Within two weeks of contract award a kick-off meeting shall be convened at a time and location that is mutually agreed upon by PSPC the TA and Contractor.

2.2 REPORTS

2.2.1 General

2.2.1.1 A record of all reports shall be maintained by the contractor and shall be readily accessible and available within 24 hours, should additional copies be requested.

2.2.2 Work Status Report (WSR)

2.2.2.1 Unless otherwise agreed to by the contractor and DND, the equipment Turn Around Time (TAT) for all hardware items submitted for contractor action shall be IAW Annex B Logistics SOW. For all hardware items that will exceed the equipment TAT, the contractor shall prepare and submit a Work Status Report (WSR). Each report shall be submitted within two weeks of exceeding the TAT limit. The WSR shall present the repair and requalification situation and a schedule for completion. The WSR shall be prepared IAW CDRL 004 and DID WSR-001 and delivered to the TA.

2.2.3 Halon Quarterly Report

2.2.3.1 The contractor shall deliver a quarterly statement of work to the TA detailing the type and amount of Halon used and/or recovered and other maintenance performed on all Halon cylinders and/or extinguishers. Reports shall be prepared IAW CDRL 006 and DID HQR-001 and approved by the TA.

2.2.4 Aircraft Maintenance Management Information System (AMMIS)

2.2.4.1 The contractor shall complete and forward all Aircraft Maintenance Management Information System (AMMIS) reports for all findings concerning aircraft equipment in accordance with C-05-030-000/AG-001 and C-19-015-001/AM-000 for on and off aircraft maintenance reports.

2.3.2.1 The contractor shall complete and forward Aircraft Maintenance Management Information System reports for all concerning aircraft equipment in accordance with C-05-030-000/AG-001 and C-19-015-001/AM-000 for on and off Aircraft Maintenance Reports.

2.3 WORK MONITORING

2.3.1 General

2.3.1.1 DND will have the right to monitor the work in progress at all times. The contractor will, upon request, allow DND access to the facilities where the work is being performed and when requested, must provide to the TA any data accumulated as a result of work carried out to satisfy this SOW. Opportunities for dialogue between the TA and the assigned contractor personnel must be provided on a continual and cooperative basis. This dialogue must not convey any executive authority.

2.4 REGISTRATION AND RE-QUALIFICATION

2.4.1 Halon Certification

2.4.1.1 The contractor must hold a valid certificate of registration for repair and re-qualification from the Director, Regulation Branch, Transport of Dangerous Goods Directorate, Department of Transport, as per section 25 of CAN/CSA-B339.

2.4.1.2 The contractor must be fully certified for Halon Handling IAW the requirements of [Appendix 3](#).

2.4.2 Airworthiness Accreditation

2.4.2.1 The contractor must obtain Airworthiness accreditation / recognition IAW the requirements of [Appendix 4](#).

2.4.3 Maintenance of Certification and Accreditation

2.4.3.1 The contractor must undertake all necessary steps in order to maintain uninterrupted Certification and Accreditation of all requirements as stated within this SOW for the duration of the contract.

2.4.3.2 The contractor must hold a valid certificate of quality management system in place that complies with ISO 9001:2015 or equivalent.

2.5 CONTROLLED TECHNOLOGY ACCESS AND TRANSFER (CTAT)

2.5.1 General

2.5.1.1 The contractor shall adhere to and meet all requirements for Controlled Technology Access and Transfer (CTAT) as described within the Terms and Conditions of the Contract. These requirements shall remain valid for the duration of the contract.

2.6 AUTHORITIES

2.6.1 Halon Management Authority

2.6.1.1 The authority for Halon management is noted in the contract under Authorities.

3.0 TECHNICAL REQUIREMENTS

3.1 Details

3.1.1 Standard of Repair and Re-qualification

3.1.1.1 All work on all aircraft and tracked vehicle fixed fire containers and components must be in accordance with the requirements of CAN/CSA-B339, FHR and the approved Original Equipment Manufacturer (OEM) and DND maintenance manuals prior to returning any items to service. Technical specifications and DND publications are listed in [Appendix 2](#) of this SOW.

3.1.2 Repair and Test Schemes

3.1.2.1 Where no standard of repair, re-qualification and reliability exists the contractor must submit proposed standards in the form of a repair & test scheme. The repair and test scheme must contain applicable references, test equipment, material and miscellaneous equipment, repair and re-qualification procedures, and test bench diagrams.

3.1.3 Minimum Work

3.1.3.1 Minimum work on all aircraft fixed fire containers and components will be such that all items will meet the requirements of "Cylinders, Spheres, and Tubes for the Transportation of Dangerous Goods", CAN/CSA-B339 prior to returning them to service, including the documentation requirements of DND aircraft record sets, FHR, ULC 1059, NFPA 12A, and CAN/CSA-B339

3.1.4 Welding and Brazing

3.1.4.1 The contractor, or its welding and brazing sub-contractor, must comply with the requirements of CAN/CSA-B339 for all welding and brazing performed.

3.1.5 Non Destructive Testing (NDT) Inspection

3.1.5.1 The contractor must comply with the requirements of CAN/CSA-B339. NDT must be carried on all welding and brazing performed.

3.1.6 Recharging

3.1.6.1 The contractor will not charge aircraft and tracked vehicle fixed fire containers and components unless it has been leak tested before charging. If a Halon leak is found, the contractor must notify DND and rectify the leak. Halon recharging must be to full service pressure for that equipment.

3.1.7 Spot painting

3.1.7.1 The contractor must spot paint the aircraft and tracked vehicle fixed fire containers and components as required. Spot painting must apply to items not listed in the categories identified as Additional Work on Request (AWR) under section 3.3. Spot painting standard will be as per OEM paint scheme.

3.1.8 Refinishing

3.1.8.1 Standard: Coating and application procedures will be as per manufacturer's instruction. Stencils and decals must comply with the original markings of the aircraft and tracked vehicle fixed fire containers and components

3.1.8.2 The contractor must repaint, stencil and apply decals to all aircraft and tracked vehicle fixed fire containers and components that have had their exterior surface completely stripped as part of the repair or re-qualification work.

3.1.8.3 Partially Exposed Exterior Surfaces: The contractor must strip, repaint, stencil and apply decals to all aircraft and tracked vehicle fixed fire containers and components which have more than 20 per cent (20%) of their exterior surface metal exposed due to chipping, abrading, peeling or other causes.

3.2 CONTINUOUS ENGINEERING SUPPORT

3.2.1 Review of Maintenance Procedures

3.2.1.1 The contractor must review the maintenance procedures detailed in the technical specification, publications and repair and test schemes. The contractor must report all noted discrepancies to the TA and recommend corrective actions.

3.2.2 Review of Faults

3.2.2.1 The contractor must maintain a record of all system assembly malfunctions repaired in plant. The contractor must make the records available to the TA upon request.

3.2.3 Physical Audits

3.2.3.1 The contractor must keep the repairable items received in plant under constant review, make recommendations, and alert the PA concerning items which should be classified as having no repair potential or which deviate from the standard configuration.

3.2.4 Approved Modification

3.2.4.1 The contractor must embody all outstanding modifications on repairable equipment received for repair and re-qualification. The embodiment must be done in accordance with instructions released by the TA and tasked via a DND626.

NOTE 1:

The CAF will not submit for embodiment, modifications which could be considered as rebuild or require reheat under the terms of CAN/CAN-B339.

3.2.5 Approved Special Inspection (SI)

3.2.5.1 The contractor must carry out only those SI approved by the TA on repairable equipment received for repair and requalification. The inspection shall be done in accordance with the applicable documents in Appendix 2 of this SOW and DND 626 task authorization by the PA.

3.2.6 Storage Capability

3.2.6.1 The contractor must provide for storage of DND material.

3.2.7 Failure Under Warranty

3.2.7.1 The contractor must investigate and prepare a customer feedback report on CF-1057 Technical Investigation Report prepared IAW CDRL 003 and DID TIR-001 for any item, which after repair and re-qualification, fails to operate satisfactorily.

3.2.8 Unscheduled Removals

3.2.8.1 The contractor must provide the TA with a customer feedback report on CF-1057 Technical Investigation Report prepared IAW CDRL 003 and DID TIR-001 for items received and identified as unscheduled removal.

3.3 ADDITIONAL WORK ON REQUEST

3.3.1 General

3.3.1.1 In addition to the above support, the contractor must provide special investigation and technical studies and logistic support when authorized in writing with a duly signed DND 626.

3.3.2 Draft Special Information Instruction

3.3.2.1 The contractor must, when requested by DND, prepare draft special information instruction as per C-02-006-004/AG-000 template.

3.3.4 Unsatisfactory Condition Report (UCR) Investigation

3.3.4.1 As directed by DND, the contractor must investigate any UCR related to the equipment listed in Appendix 1. The contractor must submit a Technical Investigation Report detailing the findings and provide recommendations IAW CRDL 003 and DID TIR-001.

3.3.6 Technical Investigation and Engineering Support (TIES)

3.3.6.1 When authorized in writing with a DND 626, the contractor will undertake TIES and will provide relevant data to these investigations as and when requested. The nature of the TIES will be described in a SOW provided by the TA.

3.3.7 Technical Investigation

3.3.7.1 As directed by the TA, the contractor must investigate any UCR related to the equipment listed in Appendix 1. The contractor must submit a CF-1057 Technical Investigation Report prepared IAW CDRL 003 DID TIR-001 and approved by the TA.

3.4 INTEGRATED LOGISTICS

4.1 General

4.1.1 Government Furnished Equipment (GFE)

4.1.1.1 The DND Halon Management Authority must provide certified Halon storage tanks to the contractor for the storage of contractor recovered DND Halon.

4.1.1.2 The DND Halon Management Authority must provide certified Halon storage tanks to the contractor for the storage of DND Halon.

4.1.1.3 The contractor must maintain stored Halon in limits such that contract work will not be interrupted for up to a period of three months should Halon deliveries from the DND Halon Management Authority be delayed.

4.1.1.4 The contractor must request delivery of "ready-use" and / or retrieval of recovered Halon from the DND Halon Management Authority.

4.1.1.5 The contractor must record the weight of all Halon transfers and report any discrepancies in Halon transactions to the DND Halon Management Authority.

4.1.1.6 The contractor must maintain an inventory of GFE to the PA as detailed in A-LM-184-001/JS-001.

4.1.1.7 The contractor must submit a request for any additional GFE to the PA if and when required.

4.1.2 Replacement Components

4.1.2.1 Prior to utilization of non-approved components or replacement for catalogued components or components listed in the equipment publications, the contractor will prepare and submit to the TA a Material Change Notification and a request for Waiver and Deviation in accordance with D-01-100-215/SF-000 and D-02-006-008/SG-001.

4.1.3 Movement of Extinguishers and Cylinders

4.1.3.1 The movement of extinguishers or cylinders for the purposes of this contract will only be granted after requesting an "Authority to Ship" from the DND Halon Management Authority.

4.1.4 Service Logs

4.1.4.1 Contractor must maintain a Service Log for each individual extinguisher / cylinder that the Contractor does maintenance work on. Information must be provided on this Service Log Report in the FHR (Annex B, Section 25, Service Logs). The Contractor must attach Service Logs to the billing at the end of each month. Payment for work done on cylinders will not be rendered unless Service Logs are provided and information is complete.

5.0 APPLICABLE DOCUMENTS

5.1 General

5.1.1 Applicability

5.1.1.3 Documents applicable to and in support of this SOW are listed in Appendix 1 through 6.

5.1.2 Technical Specification

5.1.2.1 The contractor will be responsible for obtaining all required technical specifications and equipment publications. DND will provide applicable documents as per Appendix 2 of this SOW that are owned and controlled by DND. The contractor is to contact the TA for any required publications controlled by DND. If not available from DND, the contractor must find alternate sources and provide one copy to the TA. If necessary the contractor will negotiate in coordination with PSPC for manufacturer's drawings on proprietary items. All data and information produced by the contractor in support of this contract becomes the property of DND and copies must be furnished to the TA.

6.0 DELIVERABLES

6.1 Requirements

6.1.1 Contract Data Requirements List (CDRL)

6.1.1.1 The following CDRLs form part of this SOW:

- a. CDRL 001, Airworthiness Management Plan (AMP);
- b. CDRL 002, Maintenance Process Manual (MPM);
- c. CDRL 003, CF-1057 Technical Investigation Report;
- d. CDRL 004, Work Status Report;
- e. CDRL 005, Minutes of a Meeting; and
- f. CDRL 006, Halon Quarterly Report.
- g. CDRL 007, Contractor Status Report

6.1.2 Data Item Description (DID)

6.1.2.1 The following DIDs form part of this SOW:

- a. DID AW-001, Airworthiness Management Plan (AMP);
- b. DID AW-002, Maintenance Process Manual (MPM);
- c. DID TIR-001, CF-1057 Technical Investigation Report;
- d. DID WSR-001, Work Status Report;
- e. DID MIN-001, Minutes of a Meeting; and
- f. DID HQR-001, Halon Quarterly Report.

APPENDIX 1 to ANNEX A
LIST OF REPAIRABLE EQUIPMENT UNDER CONTRACT

Stock Code	Nomenclature	MRC/Unit (CAD)	Expected Throughput (Unit/Year)
00-6776319: NSN	EXTINGUISHER, FIRE, AIRCRAFT	2,000.00	0010
00-9109663: NSN	CYLINDER, COMPRESSED GAS	450.00	0100
00-9563332: NSN	CONTAINER ASSY, FIRE	2,666.00	00RR
01-0695100: NSN	CONTAINER ASSEMBLY	2,666.00	00RR
01-1073298: NSN	EXTINGUISHER, FIRE	1,500.00	0000
01-1281673: NSN	BROMOCHLORODIFLUOROMETHANE, TECHNICAL	80.00	0036
01-1412090: NSN	CONTAINER, FIRE EXTI	1,790.00	0002
01-2292416: NSN	TANK ASSEMBLY, FIRE	3,250.00	0030
01-2639095: NSN	ACCUMULATOR, PNEUMATIC	2,000.00	0003
01-2855608: NSN	CYLINDER, COMPRESSED GAS	475.00	0030
01-5031522: NSN	EXTINGUISHER, FIRE	1,800.00	0015
01-5077643: NSN	EXTINGUISHER, FIRE, AIRCRAFT	3,000.00	0002
01-5078479: NSN	EXTINGUISHER, FIRE, AIRCRAFT	2,800.00	0004
01-5718738: NSN	EXTINGUISHER, FIRE	1,800.00	0015
01-5954096: NSN	01-5954096: NSN	3,000.00	0004

01-6306651:NSN	01-6306651:NSN	6,000.00	0009
12-1486952:NSN	FIRE EXTINGUISHER	950.00	0050
21-8414590:NSN	VALVE,BRAKE CONTROL	4,800.00	0001
21-8414591:NSN	VALVE,BRAKE CONTROL	2,400.00	0006
21-8414620:NSN	CONTAINER,SPHERICAL	2,500.00	0004
21-8758640:NSN	CONTAINER,SPHERICAL	800.00	00RR
21-8805179:NSN	EXTINGUISHER,FIRE	350.00	0200
21-8902732:NSN	CONTAINER,SPHERICAL	2,923.00	0001
21-8997299:NSN	BOTTLE,FIRE EXTINGUISHER	2,032.00	0010
21-8997441:NSN	CONTAINER,SPHERICAL	2,014.00	0010

APPENDIX 2 to ANNEX A APPLICABLE DOCUMENTS

1.0 General

- 1.1 Date of Issue: The following documents, in effect on the date of award, form part of the SOW to the extent specified herein. Re-issue of Halon management related regulations and technical documentation shall apply as they become available to ensure continuing improvement in reducing threats to the Ozone Layer via Ozone Depleting Substances.
- 1.2 Precedence of Documents: In the event of a conflict between this SOW and the referenced documents, the SOW shall prevail. All conflict shall be reported to the TA and CA for correction via contract amendment.
- 1.3 Applicability: Unless otherwise specified in the SOW the following documentation form part of this SOW at such time as any work requirements exists that falls within the terms of these documents.

NOTE 1:

The list below does not encompass OEM manuals.

Reference Number	Description
A-LM-008-047/PT-002	REGULATIONS FOR THE TRANSPORTATION OF DANGEROUS GOODS
A-LM-137-C0M/LX-001	GOVERNMENT OF CANADA - CATALOGUE OF MATERIEL - SEPTEMBER 2008
A-LM-184-001/JS001	SPECIAL INSTRUCTIONS - REPAIR AND OVERHAUL CONTRACTORS
A-LM-505-458/JS001	MATERIEL MANAGEMENT INSTRUCTION - LIFING OF EQUIPMENT AND MATERIAL
C-02-005-011/AM-000	PROCEDURES AND GUIDELINES FOR - MOBILE REPAIR PARTIES MANNED BY CONTRACTOR PERSONNEL
C-02-005-013/AM-000	MAINTENANCE POLICY SHELF LIFE AND STORAGE OF MATERIEL
C-02-006-004/AG-000	POLICY , PROCEDURES AND GUIDELINES - SPECIAL INSPECTION INSTRUCTIONS -
C-02-015-001/AG-000	POLICY PROCEDURES AND GUIDELINES UNSATISFACTORY CONDITION REPORT
C-05-010-012/AM-000	MAINTENANCE POLICY - PREVENTION OF CONTAMINATION IN HYDRAULIC SYSTEMS
C-22-010-002/AG-000	AVIATION LIFE SUPPORT EQUIPMENT (ALSE) SECTION
C-22-336-000/MS-000	TECHNICAL MANUAL - OVERHAUL INSTRUCTIONS WITH ILLUSTRATED PARTS BREAKDOWN - DEPOT MAINTENANCE - FIRE EXTINGUISHER CONTAINER PARTS NUMBERS A800530, 800530-1
C-75-290-000/MS-002	HANDBOOK WITH PARTS LIST - NITROGEN RECEIVER - PART NUMBERS 58A164D556 AND 58A164D863
C-94-010-003/MG-000	COMPRESSED GAS CYLINDERS
D-02-006-008/SG-001	NATIONAL DEFENCE STANDARD - THE DESIGN CHANGE, DEVIATION AND WAIVER PROCEDURE
D-05-001-001/SF-000	SPECIFICATION - AGE CONTROL OF ELASTOMERIC MATERIALS IN AEROSPACE SYSTEMS
ULC/ORD C1058.18	The Servicing of Halon and Clean Agent Extinguishing Systems
ULC/ORD C1058.5	Halon and Halocarbon Clean Agent Recovery and Reconditioning Equipment
N/A	Environmental Code of Practice on Halons

APPENDIX 3 to ANNEX A HALON MANAGEMENT

1.0 General

- 1.1 There is a continued requirement to ensure that all Halon 1301, 1211 and 1011 used within the DND is managed and controlled to ensure compliance with present Environment Canada regulations and adherence to the Montreal Protocol. **The Director Maritime Equipment Program Management (DMEPM) Major Surface Combatant (MSC) 4-2-4** has been designated the Office of Primary Interest for the management and control of all Halon 1301, 1211 and 1011 used as a Fire Extinguishing agent within DND. **The DGMEPM MSC** is also tasked to ensure that enough quantities of Halon 1301, 1211 and 1011 are retained to ensure the operational commitment of the DND and Canadian Forces is maintained.
- 1.2 The contractor is responsible for the maintenance and provision of an approved Halon storage facility.
- 1.3 All re-conditioning and re-cycling of all recovered DND Halon shall be the responsibility of and take place at the Halon storage facility located at CFB Borden.
- 1.4 The CAF is committed to taking action to combat potential damage to the ozone layer. To achieve this objective all Halon 1301, 1211 and 1011 is to be banked, recycled, recovered and recharged in accordance with FHR and DND policy.
- 1.5 The NDHQ Instruction ADM (IE) 01/03 The Management of Halons within the CAF and the DND, ULC/ORD-C1058.5-1993, ULC/ORD-C1058.18-1993 and the FHR are the guidelines that shall be followed. US MIL-M-12218 for Halon 1301, US MIL-B-38741 for Halon 1211 and US MIL-B-4394-B for Halon 1011 shall be the overall Halon management governing documents.

1.6 Certification and Permits

- 1.6.1 Qualification Type: The contractor shall be ULC listed and certified as a "Halon Limited Service Company" as per ULC requirements specified in "The Servicing of Halon Extinguishing Systems", ULC/ORD C1058.18, and in accordance with the FHRs. It is a mandatory requirement that the bidder be fully ULC certified for Halon 1211, Halon 1301 and Halon 1011.
- 1.6.2 The contractor shall be ULC qualified as per above at the time of contract award and remain qualified for the duration of this contract and until such time that all DND Halon is safely returned to DND, in accordance with the FHRs.

1.7 Recovery and Storage of Halon

- 1.7.1 The contractor shall have Halon on site for 1301, 1211 and 1011 in the applicable storage tank ready for immediate transfer to individual "user" extinguishers or cylinders. DND will supply all storage tanks for Halon 1211, Halon 1301 and Halon 1011;
- 1.7.2 The contractor shall supply and maintain ULC approved "Halon Recovery Equipment" to recover to US MIL-M12218 for Halon 1301 and US MIL-B-38741 for Halon 1211 and US MIL-B-4394-B for Halon 1011 as per ULC requirements specified in ULC/ORD C1058-1993.

1.8 Halon Accounting

- 1.8.1 Halon Record Keeping: The contractor shall maintain a record of Halon manipulation by weight in kilograms. The record shall enable tracking of accidental Halon discharge or loss during maintenance. Recording procedures must be in accordance with the FHR including ULC/ORD C1058.18, and NFPA 12A.

1.9 Halon Stock Management

- 1.9.1 The contractor shall only obtain recycled Halon 1301, 1211 or 1011 from the DND/CAF Halon Bank to replace any Halon used for DND/CAF purposes. The DND/CAF Halon Bank will provide the tank(s) to be used to store any recovered Halon. Requests for Halon tanks or agent shall be requested from the DND Halon

Management Authority. As required, the contractor shall recover all Halon 1301, 1211 and 1011 from the fire extinguisher received. The recovered Halon must be returned to DND safely. The Halon quality shall not be diminished as a result of recharging or pressure vessel cleanliness.

- 1.9.2 The contractor shall use ULC approved equipment to accurately measure the liquid level of Halon storage cylinders without disturbing the cylinder or connections.
- 1.9.3 Recovery of Halon from all provided extinguishers/cylinders shall occur in approved storage tanks in accordance with the requirements of US MIL-M-12218 for Halon 1301, US MIL-B-38741 for Halon 1211 and US MIL-B-4394-B for Halon 1011.
- 1.9.4 The contractor must be ULC listed and certified to recover Halon IAW US MIL-M-12218 for Halon 1301, US MIL-B-38741 for Halon 1211 and US MIL-B-4394-B for Halon 1011 utilizing equipment as per ULC requirement specified in "Halon Recovery and Reconditioning Equipment" ULC/ORD C1058.5-1993.
- 1.9.5 All recovered Halon shall be returned to the Halon storage facility at CFB Borden where DND will recondition and test to confirm it meets the applicable US Mil specification.
- 1.9.6 DND shall be responsible for movement of Halon to and from the contractor's facility and the Halon bank. The contractor shall contact the DND Halon Management Authority and arrange a mutually agreeable delivery and retrieval routine which will prevent interruption of contract services.
- 1.9.7 The contractor shall maintain a record of Halon manipulation by weight in Kilograms. The record shall enable tracking of accidental Halon release or losses during manipulations. Recording procedures must be in accordance with FHR including ULC/ORD C1058.18 and NFPA 12A. A copy of these records shall be made available upon a request from the TA.

1.10 Disposal

- 1.10.1 Prior to dismantling, disposing or decommissioning any equipment under this SOW, the contractor shall recover halocarbons into an appropriate CAN/CAN-B339 container

2.0 REPORTING OF HALON DISCHARGE

2.1 Requirements

- 2.1.1 All Halon releases, discharges or Halon loss detected shall be reported within 24 hours to the DND Halon Management Authority and the TA in accordance with the FHR. The report shall include a detailed account of the events leading to the discharge or loss, quantity of Halon involved in kilograms and corrective measures taken to prevent reoccurrence. All equipment is to be inspected upon receipt from DND as either being discharged; time expired for hydrostatic inspection and/or for being under weight. Items found under weight, but not discharged, shall be reported to the TA.
- 2.1.2 The contractor shall report within 24 hours, all Halon leaks in excess of 100Kg to Environment Canada in accordance with FHR requirements. Additionally, a copy of the same report shall be sent to the DND Halon Management Authority and the TA.
- 2.1.3 The contractor shall meet any additional requirements that the DND Halon Management Authority may institute with respect to Halon release, discharge or loss.

APPENDIX 4 to ANNEX A DND TECHNICAL AIRWORTHINESS PROGRAM REQUIREMENT

1.0 AIRWORTHINESS REQUIREMENTS.

- 1.1 All aspects of airworthiness-related activities performed on aviation cylinders, and support equipment and aircraft and tracked vehicle fixed fire containers and components are subject to the provisions of the Technical Airworthiness Manual (TAM), CFTO C-05-005-001/AG-001 as listed in Appendix 2 of this SOW for the scope and depth of Maintenance related activities required to complete the work specified in the SOW.
- 1.2 The Technical Airworthiness Manual (TAM) may be viewed or downloaded at <http://www.forces.gc.ca/admmat-smamat/tam-mnt-eng.asp>
- 1.3 The contractor shall obtain full accreditation or be deemed a TAA acceptable organization (i.e., Recognition) as an Acceptable Maintenance Organization (AMO) from the Technical Airworthiness Authority (TAA) within 12 months of contract award with airworthiness authority for the scope and depth of all airworthiness-related activities performed on the aviation cylinders and support equipment and aircraft and tracked vehicle fixed fire containers and components. For the period between contract award and receipt of full accreditation/recognition, the contractor shall 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.
- 1.4 Implementation of these airworthiness requirements shall be accomplished in accordance with the following schedule.
 - 1.4.1 Within 1 week after contract award, the contractor shall apply directly to the TA for accreditation/recognition, as applicable, in accordance with TAM 1.4.2.S1.2.b.
 - 1.4.2 Within 2 weeks after contract award, the contractor shall submit an Airworthiness Management Plan (AMP) IAW CDRL 001 and DID AW-001.
 - 1.4.3 Within 1 month of contract award, DND will conduct an initial Technical Airworthiness Management meeting at which time the contractor's proposed Airworthiness Management Plan (AMP) will be reviewed to determine:
 - 1.4.3.1 Acceptability as a plan for obtaining full TAA accreditation/recognition; and/or
 - 1.4.3.2 Acceptability as an airworthiness operating plan for assuring the airworthiness of DND aeronautical products and contractor services provided prior to full TAA accreditation/recognition.
 - 1.4.4 Within 2 weeks of the initial Technical Airworthiness Management meeting, the contractor shall submit an updated Airworthiness Management Plan (AMP) IAW CDRL 001 and DID AW-001 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:
 - 1.4.4.1 Ensuring compliance with technical airworthiness requirements prior to full TAA accreditation/recognition;

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- 1.4.4.2 Issuing a provisional accreditation/recognition for the airworthiness related activities by the TAA;
 - 1.4.4.3 Preparing and submitting an Maintenance Process Manual (MPM), IAW CDRL 002 and DID AW-002 within 6 month of contract award;
 - 1.4.4.4 Achieving full TAA AMO/ATO and ADO/ATO accreditation/recognition within 12 months of contract award; and
 - 1.4.4.5 Measuring progress toward achieving full TAA accreditation/recognition.
- 1.5 Once accredited or recognized by the TAA, the contractor shall maintain this status for the duration of the contract.

**APPENDIX 5 to ANNEX A,
CONTRACT DATA REQUIREMENT LIST (CDRL)**

CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM DND Technical Airworthiness Program Requirements				B. CONTRACT NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Management Requirements		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 001		2. TITLE OR DESCRIPTION OF DATA Airworthiness Management Plan (AMP)		3. SUBTITLE n/a				
4. AUTHORITY (Data Item Number) AW-001		5. CONTRACT REFERENCE Appendix 4 to Annex B Section 1.0		6. REQUIRING OFFICE DND TA and DTAES				
7. INSPECTION	9. INPUT	10. FREQUENCY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE n/a		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
					INITIAL		FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
16. REMARKS Block 12 - Initial AMP Application for accreditation/recognition within five (5) working days IAW TAM 1.4.2.S1.2.b. The Airworthiness management Plan (AMP) shall be submitted for review within ten (10) working days following Contract Award. Within one (1) month of contract award DND will conduct an initial Technical Airworthiness Management meeting to review the contractor's proposed AMP. Within ten (10) working days of the initial Technical Airworthiness Management meeting the contractor shall submit an updated AMP. Prepare and submit Maintenance Process Manual within (6) months of contract award.				PSPC CA	1	1	1	1
				DND TA	1	1	1	1
				DTAES	1	1	1	1
PREPARED BY DAEPM(FT) 6-3-2A		DATE 2017-08-04	APPROVED BY DAEPM(FT) 6-3-2					
17.CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	3	3	3	3

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM DND Technical Airworthiness Program Requirements				B. CONTRACT NUMBER				
C. SOW IDENTIFIER SOW - Delivery		D. DATA CATEGORY Management Requirements		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 002		2. TITLE OR DESCRIPTION OF DATA Maintenance Process Manual (MPM)		3. SUBTITLE n/a				
4. AUTHORITY (Data Item Number) AW-002		5. CONTRACT REFERENCE Appendix 4 to Annex B Section 1.0		6. REQUIRING OFFICE DND TA and DTAES				
7, INSPECTION	9. INPUT	10. FREQUENCY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE n/a		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
					INITIAL		FINAL	
					Hard Copy	Soft Copy	Hard Copy	
					Soft Copy	Hard Copy	Soft Copy	
16. REMARKS Block 12 - Initial AMP Application for accreditation/recognition within five (5) working days IAW TAM 1.4.2.S1.2.b. The Maintenance management Plan (AMP) shall be submitted for review within ten (10) working days following Contract Award. Within one (1) month of contract award DND will conduct an initial Technical Airworthiness Management meeting to review the contractor's proposed AMP. Within ten (10) working days of the initial Technical Airworthiness Management meeting the contractor shall submit an updated AMP. Prepare and submit Maintenance Process Manual within (6) months of contract award.				PSPC CA	1	1	1	1
				DND TA	1	1	1	1
				DTAES	1	1	1	1
PREPARED BY DAEPM(FT) 6-3-2A		DATE 2017-08-04	APPROVED BY DAEPM(FT) 6-3-2					
17.CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	3	3	3	3

CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Technical Investigation Report				B. CONTRACT NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Technical Requirements		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 003		2. TITLE OR DESCRIPTION OF DATA CF-1057 Technical Investigation Report		3. SUBTITLE n/a				
4. AUTHORITY (Data Item Number) TIR-001		5. CONTRACT REFERENCE Annex B Section 3.2 and 3.3		6. REQUIRING OFFICE DND TA				
7. INSPECTION	9. INPUT	10. FREQUENCY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE n/a		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
						INITIAL	FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
16. REMARKS Block 12 - CF-1057 On an as required basis the contractor shall provide a CF-1057 Technical Investigation Report when requested by the DND TA, on unscheduled removals because of a pre-installation failure and an unsatisfactory condition report.				PSPC CA	1	1	1	1
				DND TA	1	1	1	1
				DND D/TA	1	1	1	1
PREPARED BY DAEPM(FT) 6-3-2A	DATE 2017-08-04	APPROVED BY DAEPM(FT) 6- 3-2						
17.CONTRACT FILE / DOCUMENT NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	3	3	3	3	

CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Work Status Report				B. CONTRACT NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Management Requirements		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 004		2. TITLE OR DESCRIPTION OF DATA Work Status Report		3. SUBTITLE n/a				
4. AUTHORITY (Data Item Number) WSR-001		5. CONTRACT REFERENCE Annex B Section 2.2.2		6. REQUIRING OFFICE DND TA				
7, INSPECTION	9. INPUT	10. FREQUENCY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE n/a		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
						INITIAL	FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
16. REMARKS Block 12 – Contractor to prepare and submit a Work Status Report for each item exceeding a turnaround time of 90 days. The report shall be submitted within two weeks of exceeding the 90 day limit. Report to be in contractor's own format.				PSPC CA	1	1	1	1
				DND TA	1	1	1	1
				DND D/TA	1	1	1	1
PREPARED BY DAEPM(FT) 6-3-2		DATE 2017-08-04	APPROVED BY DAEPM(FT) 6- 3-2A					
17.CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	3	3	3	3

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Minutes of a Meeting				B. CONTRACT NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Management Requirements		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 005		2. TITLE OR DESCRIPTION OF DATA Minutes of a Meeting		3. SUBTITLE n/a				
4. AUTHORITY (Data Item Number) MIN-004		5. CONTRACT REFERENCE Annex B Section 2.1.1		6. REQUIRING OFFICE DND TA				
7, INSPECTION	9. INPUT	10. FREQUENCY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE n/a		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
						INITIAL	FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
16. REMARKS The Contractor shall be responsible for taking Minutes of Meetings. Minutes shall be submitted within ten (10) working days following the meeting. Minutes to be in contractor's own format.				PSPC CA	I	I	I	1
				DND TA	1	1	1	1
				DND D/TA	1	1	1	1
				DND PA		1		
PREPARED BY DAEPM(FT) 6-3-2A	DATE 2017-08-04	APPROVED BY DAEPM(FT) 6-3-2						
17.CONTRACT FILE / DOCUMENT NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	3	3	3	3	

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Halon Quarterly Report				B. CONTRAC NUMBER				
C. SOW IDENTIFIER SOW A- Delivery		D. DATA CATEGORY Management Requirements		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 006		2. TITLE OR DESCRIPTION OF DATA Halon Quarterly Report		3. SUBTITLE n/a				
4. AUTHORITY (Data Item Number) HQR-001		5. CONTRACT REFERENCE Annex B Section 2.2.3		6. REQUIRING OFFICE DND TA				
7, INSPECTION	9. INPUT	10. FREQUENCY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE n/a		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
					INITIAL		FINAL	
					Hard Copy	Soft Copy	Hard Copy	
					Soft Copy	Hard Copy	Soft Copy	
16. REMARKS Block 12 – Contractor to prepare and submit a Quarterly Status of work for each item exceeding a turnaround time of 90 days. The report shall be submitted within two weeks of exceeding the 90 day limit. Report to be in contractor's own format.				PSPC CA	1	1	1	1
				DND TA	1	1	1	1
				DND D/TA	1	1	1	1
PREPARED BY DAEPM(FT) 6-3-2A		DATE 2017-08-04	APPROVED BY DAEPM(FT) 6- 3-2					
17.CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	3	3	3	3

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CONTRACT DATA REQUIREMENTS LIST (1 DATA ITEM)								
A. SYSTEM / ITEM Contract Status Report				B. CONTRACT 1 RFP NUMBER W8485-194083				
C. SOW IDENTIFIER		D. DATA CATEGORY Management data		E. CONTRACTOR TBD				
I. ITEM NUMBER CDRL 007		2. TITLE OR DESCRIPTION OF DATA Contract Status Report		3. SUBTITLE n/a				
4. AUTHORITY (Data Item Number)		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND PA				
7. INSPECTION	9. INPUT	10. FREQUENCY Monthly	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE n/a		11. AS OF DATE See Block 16	13. DATE OF EVENT See Block 16	a. ADDRESS SUBSEQUENT SUBMISSION /	b. COPIES			
					INITIAL		FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
16. REMARKS Block 12 – Contractor to prepare and submit a Contract Status Report the first week of each month. This report will be in the Contractor's own format and must include at a minimum the following information: 1. Induction Date 2. Company WO Number 3. DRMIS Work Number 4. Stock Code 5. Description 6. Serial Number 7. MRC 8. Billed to Date 9. Costs This Period – parts 10. Costs This Period – labour 11. Percentage Complete 12. Date Completed				PSPC CA				1
				DND PA				1



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 shall 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://www.forces.gc.ca/admmat-smamat/tam-mnt-eng.asp
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES 1. In the contractor's own format, the AMP shall 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 aviation cylinders and support equipment, and aircraft and tracked vehicle fixed fire containers and components 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.		

b. Engineering Support:

- i. A description of the scope and depth of technical airworthiness authority that the bidder proposes to exercise as related to the conduct of aviation cylinders, and support equipment, and aircraft and tracked vehicle fixed fire containers and components design change development, engineering support and technical management, including a list of the activities that require approval by the DND TA or TAA;
- ii. Responsibilities for personnel conducting airworthiness-related activities;
- iii. Personnel authorization system for authorizing personnel involved in the development and approval of design changes, including:
 1. Eligibility criteria for personnel to perform and approve design changes; and
 2. Eligibility criteria for personnel granting authorizations and personnel being granted authorizations;
- iv. A description of the engineering process to be followed for managing the aviation cylinders and support equipment, and aircraft and tracked vehicle fixed fire containers and components design, including assigned design change and configuration management responsibilities;
- v. A description of the design data management system; and
- vi. A description of the process to be used to enter into and sustain any engineering support arrangements with other companies.

2. In the contractor's own format, the AMP shall 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 shall include the contractor's plan for submitting to the TAA, a Maintenance Process Manual in accordance with the requirements of the DND TAM (CFTO C-05-005-001/AG-001) within 6 months of contract award. **Note: DTAES requires the MPM 6 months in advance of accreditation date.**

3. Progress Reports on Technical Airworthiness Compliance shall be submitted every two months until receipt of full TAA accreditation/recognition. The reports shall 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 OEMs or an organizations 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 1.4.3 of Appendix 4 of Annex A.

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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 1. The Contractor's MPM shall 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/CAF Technical Airworthiness Program. 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://www.forces.gc.ca/admmat-smamat/tam-mnt-eng.asp 3. The Draft Version shall be prepared and submitted within 6 months of contract award unless authorized otherwise by TAA. The Draft Version shall 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. 4. The Final Version must comply with the requirements of the DND/CAF Technical Airworthiness Program and the TAM, (in a format agreed upon with the TA), and shall be complied with by the contractor in carrying out his responsibilities for Technical Airworthiness.			

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Client Ref. No. - N° de réf. du client
W8485-195083

Amd. No. - N° de la modif.
File No. - N° du dossier
161bqW8485-195083

Buyer ID - Id de l'acheteur
161BQ
CCC No./N° CCC - FMS No./N° VME



National Défense
Defence nationale

DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE - TITRE CF-1057 Technical Investigation Report		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION TIR-001	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET To be used by the contractor to provide a technical report to the TA on an as required basis			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) DND Technical Authority (TA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE The CF-1057 is used to provide the TA with a report and investigation of: a. An unscheduled removal because of a pre-installation failure; and b. An unsatisfactory condition report.			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES CF-1057 Technical Investigation/Report	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES As per the CF-1057 Technical Investigation/Report.			

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National Défense
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DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE - TITRE Work Status Report		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION WSR-001	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET The contractor shall prepare and submit a Work Status Report (WSR) for each item exceeding the turnaround time of 90 days, after receipt of the item at the contractor's facility, unless otherwise agreed by the contractor and the DND TA.			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) DND Technical Authority (TA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE The WSR shall present the repair and requalification situation and a schedule.			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES Contractor's own format	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES In the contractor's own format the WSR shall be delivered to the TA.			

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DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE - TITRE Minutes of a meeting		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION MIN-001	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET The contractor is responsible for taking minutes at meetings.			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) DND Technical Authority (TA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES Contractor's own format	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES In the contractor's own format the minutes shall be delivered to the TA			

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DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES

1. TITLE - TITRE Halon Quarterly Report		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION HQR-001	
3. DESCRIPTION/PURPOSE - DESCRIPTION/OBJET The contractor shall deliver a Halon Quarterly Report (HQR) to the DND TA detailing the type and amount of Halon used and recovered and other maintenance performed on all Halon cylinders and extinguishers.			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR) DND Technical Authority (TA)		6. GIDEP APPLICABLE PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT
7. APPLICATION/INTERRELATIONSHIP - APPLICATION/INTERDÉPENDANCE The WSR shall present the repair and requalification situation and a schedule.			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES Contractor's own format	
10. PREPARATION INSTRUCTIONS - INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES In the contractor's own format the HQR shall be delivered to the TA.			

ANNEX B LOGISITIC 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

Solicitation No. - N° de l'invitation
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RECORD OF CHANGES

DATE OF CHANGE	CHAPTER
17 Jan 19	Entire document updated

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 utilized 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.

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List of Acronyms and Abbreviations

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

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ANNEX B - LOGISITIC STATEMENT OF WORK

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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 DRMS 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.

**ANNEX C
BASIS OF PAYMENT**

**FINANCIAL EVALUATION
Proposed Basis of Payment
(Bidder to insert financial bid)**

Definition:

- (a) "Year 1" means the period from Contract Award to the end of the first year (to be inserted at contract award) ;
"Year 2" means the period from the end of Year 1 (to be inserted at contract award), to (to be inserted at contract award) ;
"Year 3" means the period from the end of Year 2 (to be inserted at contract award), to (to be inserted at contract award),

"Option Period 1" means the period from (to be inserted at contract award), to (to be inserted at contract award),
"Option Period 2" means the period from (to be inserted at contract award), to (to be inserted at contract award).
- (b) Hourly Rate means a firm hourly rate to be charged for each hour worked and pro-rated for any period less than an hour. All overheads, general and administrative expenses, and profit are included.
- (c) Laid-Down Cost is the cost incurred by a supplier to acquire a specific product or service for resale to the government. This includes the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchanges, customs duty and brokerage, but excludes the GST/HST.
- (d) Mark-up includes applicable purchase expense, internal handling, general and administrative expenses, all overheads and profit.

During the period of the Contract, and if the options are exercised, during the extended period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified in the following tables.

TABLE 1

For labour, provision of work performed including, but not limited to repair, re-qualification, recharging, testing, reduction to spares, Technical Investigation and Engineering Studies (TIES), Special Investigations and Technical Studies (SITS), Mobile Repair Parties (MRP) and support services, the Contractor shall be paid firm hourly rates as detailed below:

Description	Year 1	Year 2	Year 3	Option Period 1	Option Period 2
Firm Hourly Rates (FHR)	\$	\$	\$	\$	\$

TABLE 2

For labour, provision of work performed for Technical Investigation and Engineering Studies (TIES), the Contractor shall be paid firm hourly rates as detailed below:

Description	Year 1	Year 2	Year 3	Option Period 1	Option Period 2
Firm Hourly Rates (FHR)	\$	\$	\$	\$	\$

TABLE 3

For embodiment of Accountable Advanced Spares (AAS), the Contractor shall be paid the following % of the laid down cost:

Description	Year 1	Year 2	Year 3	Option Period 1	Option Period 2
AAS	%	%	%	%	%

TABLE 4

For embodiment of Government Furnished Overhaul Spares (GFOS) / Contract Issued Spares (CIS), the Contractor shall be paid a percentage of the Department of National Defence acquisition cost as follows:

Description	Year 1	Year 2	Year 3	Option Period 1	Option Period 2
GFOS / CIS	%	%	%	%	%

TABLE 5

For Subcontract Work, the Contractor shall be paid laid down cost (LDC) plus a firm markup as detailed below:

Subcontract Markup (% of LDC)	Year 1	Year 2	Year 3	Option Period 1	Option Period 2
	%	%	%	%	%

TABLE 6

For Contractor Furnished Material (CFM), the Contractor shall be paid the laid down cost (LDC) plus a firm markup as detailed below, upon embodiment:

CFM Markup (% of LDC)	Year 1	Year 2	Year 3	Option Period 1	Option Period 2
	%	%	%	%	%

Notes:

1. The proposed rates must apply regardless of the shift period in any given 24 hour period. No separate overtimes rates will be considered.
2. The Contractor agrees to be paid for reasonable and proper Travel and Living (T&L) expenses related to authorized travel under this Contract at cost incurred, without any allowance for mark-up, to a maximum of the Treasury Board guidelines in effect at the time of travel; and with the provisions of the TB directive referring to "travellers", rather those referring to "employees".
3. All prices and rates quoted must be in Canadian dollars and are exclusive of Goods & Services Tax (GST) or Harmonized Sales Tax (HST), as applicable, unless otherwise indicated. The GST or HST, is extra to the price herein.
4. For work in process and not completed by the end of a Year or Option Period as defined in the Basis of Payment, the prices, rates and markups of the last Year or last Option Period, as applicable, will apply. In the event no follow-on contract is issued, the completion of any "work in process" will be in accordance with the Contract and the Basis of Payment Year or Option Period in effect on the date the "work in process" was inducted into the Contractor's plant.

ANNEX D
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.

B. 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)

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**Instructions for completing
DND 626 - Task Authorization**

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated Authority for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

**Instructions pour compléter le formulaire
DND 626 - Autorisation des tâches**

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

A

Nom de l'entrepreneur.

Expédié à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le pouvoir d'approbation en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliqueront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.

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ANNEX F SECURITY REQUIREMENT CHECKLIST



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SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction
DND		DAP
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Replacement R&O contract for Fire Containers. previous contract was W8485-113075.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays: <input type="text"/>	Specify country(ies): / Préciser le(s) pays: <input type="text"/>	Specify country(ies): / Préciser le(s) pays: <input type="text"/>
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
Non Oui
Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☐ No ☒ Yes
Non Oui
If Yes, will unscreened personnel be escorted?
On DND premises, unscreened pers. may
Dans l'affirmative, le personnel en question sera-t-il escorté? only access public/reception zones ☒ No ☐ Yes
Non Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui
11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes
Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes
Non Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes
Non Oui

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PART C - (continued) / PARTIE C - (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information / Assets Renseignements / Biens																
Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non

☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée
« Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non

☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée
« Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées) Sai Tharmalingam		Title - Titre DAEPM(FT) 6-3-2	Signature THARMALINGAM, SAIRAM 124 Digitally signed by THARMALINGAM, SAIRAM 124 Date: 2020.07.16 08:46:34 -04'00'
Telephone No. - N° de téléphone 819-939-4401	Facsimile No. - N° de télécopieur 819 939-4229	E-mail address - Adresse courriel sairam.tharmalingam@forces.gc.ca	Date
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées) Sasa Medjovic		Title - Titre Security analyst	Signature MEDJOVIC, SASHA 234 Digitally signed by MEDJOVIC, SASHA 234 DN: cn=CA, o=GC, ou=DAEPM, ou=Forces, ou=Canada, ou=Forces, cn=SASHA 234 Reason I am approving this document I authorize, pour signer le présent document Date: 2020-07-17 11:33:43 Full (Personal) Name: S. S. 1
Telephone No. - N° de téléphone 613-996-0286	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel sasa.medjovic@forces.gc.ca	Date
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes? <input type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui			
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées) Patricia Joosten		Title - Titre DAP 2-2-4	Signature JOOSTEN, PATRICIA 520 Digitally signed by JOOSTEN, PATRICIA 520 Date: 2020.07.16 10:26:28 -04'00'
Telephone No. - N° de téléphone 819-939-4370	Facsimile No. - N° de télécopieur 819-939-4229	E-mail address - Adresse courriel patricia.joosten@forces.gc.ca	Date
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Kelly Mureta Contract Security Officer Tel: 613-941-0441 kelly.mureta@tpsgc-pwgsc.gc.ca		Title leur	Signature Mureta, Kelly Digitally signed by Mureta, Kelly Date: 2020.08.05 14:28:07 -04'00'
		E-mail address - Adresse courriel	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLAS
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Canada

Solicitation No. - N° de l'invitation
W8485-195083/A
Client Ref. No. - N° de réf. du client
W8485-195083

Amd. No. - N° de la modif.
File No. - N° du dossier
161bqW8485-195083

Buyer ID - Id de l'acheteur
161BQ
CCC No./N° CCC - FMS No./N° VME

ANNEX G MANDATORY CRITERIA

BID SOLICITATION NO. W8485-195083

BIDDER: _____

Evaluator Name (Printed)

Signature

Date

M	Mandatory Requirement Description	Met/Not Met	Comments
M1	The bidder must demonstrate that they are able to provide all requirements and services required in the SOW and its annexes.		
M2	The bidder must hold a valid certificate of registration for repair and re-qualification from the Director, Regulation Branch, Transport of Dangerous Goods Directorate, Department of Transport, CAN/CSA-B339. <u>A copy of the certificate/certification must be provided.</u>		
M3	The bidders must be ULC listed and certified as a "Halon Limited Service Company" as per ULC requirements specified in "The Servicing of Halon Extinguishing Systems", ULC/ORD C1058.18, and in accordance with the FHRs. <u>A copy of the certificate/certification must be provided.</u>		
M4	The bidder must hold a valid certificate of quality management system in place that complies with ISO 9001:2015 or equivalent. <u>A copy of the certificate/certification must be provided.</u>		
M5	The Bidder must demonstrate it has a minimum of two (2) years' experience executing R&O contracts within the last five (5) years, on SOW appendix 1 list of repairable equipment or similar equipment, with an individual or cumulative value of at least one (1) million dollars (i.e. providing previous contracts of similar equipment, etc.). The term "similar equipment" is defined as equipment having alike or comparable functionality, design, safety, and handling requirements of the Aircraft And Tracked Vehicle Fixed Fire		

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	Containers And Components found in Appendix 1 List of repairable equipment.		
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