



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

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

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

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

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

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

**Comments - Commentaires**

<b>Title - Sujet</b> Autoclave	
<b>Solicitation No. - N° de l'invitation</b> 01586-200097/A	<b>Date</b> 2020-11-02
<b>Client Reference No. - N° de référence du client</b> 01586-200097	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$WPG-120-11099	
<b>File No. - N° de dossier</b> WPG-0-43101 (120)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Central Standard Time CST <b>on - le 2020-12-08</b> Heure Normale du Centre HNC	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Aquino, Jill	<b>Buyer Id - Id de l'acheteur</b> wpg120
<b>Telephone No. - N° de téléphone</b> (431) 373-1718 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF AGRICULTURE AND AGRI-FOOD 5403 1ST AVENUE SOUTH PO BOX 3000 LETHBRIDGE Alberta T1J4B1 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**

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

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada - Western  
Region  
Victory Building/Édifrice Victory  
Room 310/pièce 310  
269 Main Street/269 rue Main  
Winnipeg  
Manitoba  
R3C 1B3

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

Solicitation No. - N° de l'invitation  
01586-200097/A  
Client Ref. No. - N° de réf. du client  
01586-200097

Amd. No. - N° de la modif.  
File No. - N° du dossier  
WPG-0-43101

Buyer ID - Id de l'acheteur  
WPG120  
CCC No./N° CCC - FMS No./N° VME

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## **AUTOCLAVE**

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Requirement**

The requirement is detailed under Article 6.2 of the resulting contract clauses.

### **1.2 Debriefings**

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

### **1.3 epost Connect service**

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

## **PART 2 - BIDDER INSTRUCTIONS**

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

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

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

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

### **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:

#### **PWGSC Western Region Bid Receiving Unit**

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

[roreceptionSoumissions.wrbridreceiving@tpsgc-pwgsc.gc.ca](mailto:roreceptionSoumissions.wrbridreceiving@tpsgc-pwgsc.gc.ca)

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

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

Bids transmitted by facsimile or hardcopy to PWGSC will not be accepted.

## 2.2.1 SACC Manual Clauses

B1000T (2014-06-26), Condition of Material - Bid

## 2.2.2 Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at 5403 – 1 Avenue South, Lethbridge, Alberta on 12 November 2020. The site visit will begin at 11:00 MST, in the main foyer.

Bidders must communicate with the Contracting Authority no later than 9 November 2020 at 16:30 CST to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders will be required to sign an attendance sheet. Bidders should confirm in their bid that they have attended the site visit. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

## 2.2.3 Improvement of Requirement During Solicitation Period

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

## 2.2.4 Best Delivery Date - Bid

While delivery is requested by 31 March 2021, the best delivery that could be offered is \_\_\_\_\_ **(to be completed by bidder)**

## 2.3 Enquiries - Bid Solicitation

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

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

## 2.4 Applicable Laws

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

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.

## 2.5 Bid Challenge and Recourse Mechanisms

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

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

The Bidder must submit its bid electronically 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

Bids transmitted by facsimile or hardcopy will not be accepted.

#### Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### Section II: Financial Bid

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

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

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

If Annex "C" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

### 3.1.2 Exchange Rate Fluctuation

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

### Section III: Certifications

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

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

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

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

Mandatory technical criteria included at Annex A, Requirement.

#### 4.1.2 Financial Evaluation

The Total Evaluated Bid will be calculated as follows:

Line Item 1, Line Item 2, and Line Item 3 in Table 1 (Required Items) will be aggregated to determine the total evaluated bid price.

Note: Table 2 (Optional Items), will not be included in the financial evaluation.

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

### 4.2 Basis of Selection

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

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

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

### **5.2.1 Integrity Provisions – Required Documentation**

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

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

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

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

## **PART 6 - RESULTING CONTRACT CLAUSES**

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

### **6.1 Security Requirements**

**6.1.1** There is no security requirement applicable to the Contract.

## 6.2 Requirement

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

## 6.3 Standard Clauses and Conditions

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

### 6.3.1 General Conditions

[2010A](#) (2020-05-28), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

## 6.4 Term of Contract

### 6.4.1 Period of the Contract

The period of the Contract is from date of Contract (*to be inserted upon contract award*) to inclusive.

### 6.4.2 Delivery Date

All the deliverables must be received on or before (*to be inserted upon contract award*).

### 6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Contract.

## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Jill Aquino  
Title: Procurement Officer  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Western Region  
Address: Room 310, 269 Main Street  
Winnipeg, MB R3C 1B3

Telephone: 431-373-1718  
E-mail address: [jill.aquino@pwgsc-tpsgc.gc.ca](mailto:jill.aquino@pwgsc-tpsgc.gc.ca)

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

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WPG-0-43101

Buyer ID - Id de l'acheteur  
WPG120  
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## 6.5.2 Project Authority

The Project Authority for the Contract is: **(To be inserted at contract award)**

The Project 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 Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

## 6.5.3 Contractor's Representative

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a *firm lot price(s)*, as specified in in Annex B for a cost of \$ **(insert the amount at contract award)**. Customs duties are *included* and Applicable Taxes are extra.

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

### 6.6.2 SACC Manual Clauses

H1000C (2008-05-12) Single Payment

### 6.6.3 Electronic Payment of Invoices – Contract

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

## 6.7 Invoicing Instructions

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

## 6.8 Certifications and Additional Information

### 6.8.1 Compliance

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

## 6.9 Applicable Laws

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

## 6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions [2010A](#) (2020-05-28), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_.

## 6.11 SACC Manual Clauses

[A9068C](#) (2010-01-11) Government Site Regulations  
[B1501C](#) (2018-06-21) Electrical Equipment  
[B7500C](#) (2006-06-16) Excess Goods  
[G1005C](#) (2016-01-28) Insurance – No Specific Requirement

## **6.12 Inspection and Acceptance**

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

## **6.13 Dispute Resolution**

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

## **ANNEX "A"**

### **REQUIREMENT**

#### **AUTOCLAVE**

Agriculture and Agri-Food Canada requires one (1) new autoclave for the Agriculture and Agri-Food Canada (AAFC) Lethbridge Research and Development Centre, to be delivered to the 1<sup>st</sup> floor of the insect rearing area/Insect Microbial Containment Facility (IMCF) interface and installed.

The work will consist of the supply and delivery of all material, supplies, equipment, removal of existing autoclave, installation, commissioning necessary to install the new autoclave, and training for a minimum of 4 staff for a minimum of 2 hours within 1 week of installation.

#### **Delivery**

Upon delivery, autoclave must be transferred through 2 sets of shipping doors in the receiving area on first floor (67 inches wide x 95 inches high and 67 inches wide x 83 inches high respectively), followed by a transfer down the main laboratory hallway on same floor through 2 doors. The first door opening is 70 inches wide, opening into a 78 inch wide hallway, and second door opens into the room where the autoclave will reside; the opening is 46 inches wide. There is also a lift outside the receiving area that has a maximum capacity of 5000 pounds.

#### **Delivery Address**

Agriculture and Agri-Food Canada  
Lethbridge Research and Development Centre  
5403-1 Avenue South  
1<sup>st</sup> Floor IMC Facility  
Lethbridge, AB T1J 4B1

#### **Scope of Work**

This autoclave is being inserted into the interface of a CFIA -(Canadian Food Inspection Agency) regulated Plant Pest Containment level 2 (PPC-2) facility and a non-containment room outside of the facility. To maintain bio-containment integrity of the facility, a biological sealing flange (contractor supplied) is to be included to supply an air-tight seal between the autoclave and existing cement wall opening between the containment facility and non-containment room.

Autoclave will be used both as a pass through from IMCF to non-containment side to decontaminate items from the containment facility, as well as decontamination of material generated in the non-containment area, similar to a single door unit

The room in which the autoclave is to be installed is in the interface of the CFIA-certified PPC-2 containment facility and a non-containment wash up room. The plant pest containment facility area where installation will take place and testing finalized will be sealed off from the rest of the facility and decontaminated to allow for the removal of existing unit, installation and training processes to take place.

- The autoclave is being installed to replace an existing unit; new unit must have dimensions (width and height) as close as possible to the existing unit to fit into the current wall opening. There is also an existing wall flange that may need to be replaced by the contractor as part of the contract if the current one cannot be used to provide a bio-seal.

- To maintain bio-containment integrity via an airtight seal, Biological Sealing Flange (BSF) must match existing containment lab's steel wall flange design and bolt pattern, and fit into existing wall opening without modification or construction to wall opening. If wall flange must also be replaced, the contractor is to replace.
- Installation of autoclave and bioseal by contractor is to meet Crown's satisfaction and comply with CFIA (Canadian Food Inspection Agency) PPC-2 standards
- Complete any modifications to the autoclave, bio-seal flange, and/or existing wall flanges that are necessary for proper installation.
  
- The Contractor responsible for the supply of including all controls and all ancillary parts and materials needed to complete installation (including bioseal components), delivery, installation, commissioning of autoclave, and onsite training on the use of the autoclave.
- AAFC will be responsible for disconnecting the utilities from the existing autoclave as well as connecting utilities to the new autoclave and moving steam pipes and other connections.
- AAFC will be responsible for the sealing off of the construction (installation) zone within the PPC-2 IMCF from the rest of the operational containment facility, according to CFIA regulatory oversight requirements
- AAFC will outline the plan for sealing off part of the containment facility to enable the contractor to work at both ends of the autoclave
- All on site work and training to be completed during the hours of 07:30-17:30, Monday to Friday (non-holidays)

**Removal of Existing Autoclave:**

- The contractor is responsible for the removal (uninstallation) of the existing autoclave from room 1596 to the designated area outside of the building where AAFC will manage disposal of the existing unit. See the following specifications for existing autoclave:

Approximate dimensions:	73 inches high, 40 inches wide, 62 inches deep
Approximate age:	18 years (manufactured ~2002, installed 2004)
Make:	Getinge
Model:	Castle 233LS
Serial Number:	02B61846

**Dimensions for Biological Seal**

- Existing cement wall opening is 42.375 inches wide by 74.5 inches high (from floor to top of opening)
- Existing wall flange is 38 inches wide by 70.125 inches high
- Existing autoclave flange is 36 inches wide by 70.25 inches high

**Site Utilities Available**

The following services are available for use and if required by the unit. Supplier is responsible for supplying or making provisions for any requirements other than what is identified.

- Electrical supply: 15A, 115/120V, 50.60Hz, single phase
- Utilities: 1" steam pipe, 1" water pipe, 1" copper drain
- Building
- high pressure steam which has 80 Pounds Per Square Inch (PSI) at the main boiler

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### **Training**

All costs associated with the on-site operator and service training (minimum 4 people) must be included in the price. On-site training must be completed within 1 week of unit commission date. Minimum of 2 hours of training to be provided.

### **Optional Items**

The following optional items **may** be purchased by AAFC as part of the contract:

- 24 rolls of printer paper
- 2 door gaskets
- Uninterrupted power supply (UPS) that can power sterilizer for a minimum of 30 minutes to complete the current cycle process.
- 1 year additional on-site warranty/service contract after expiration of initial one year warranty covering parts, labour and travel

Refer to the Compliance Matrix for the complete performance specifications and instructions that must be satisfied in order for a bid to be deemed responsive.

## COMPLIANCE MATRIX – MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS

### Instructions to Bidders

1. A complete list of the mandatory evaluation criteria are detailed in the Compliance Matrix below.
2. Bids which fail to meet all of the mandatory evaluation criteria will be declared non-responsive.
3. Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they meet each mandatory evaluation criteria. Bidder should demonstrate their capability in a thorough, concise and clear manner.
4. 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 or stating, without any substantiating information, that a bidder is compliant will not be sufficient.
5. Substantiating information may include, but is not limited to, specification sheets, technical brochures, photographs or illustrations. If published supporting technical documentation is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance. All substantiating information should be provided with the bid at solicitation closing date. It is the Bidders responsibility to ensure that the submitted supporting technical documentation provides detail to demonstrate that the proposed product(s) meet the requirements of the evaluation criteria.
6. If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.
7. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present the topics in the order of the evaluation criteria, and include a grid in their proposal, containing the information which demonstrates how the bidder meets each evaluation criteria. Alternatively, and to avoid any duplication, bidders may also refer to the different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.
8. Bidders must address any concerns with the performance specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.

Requirement:	Manufacturer(s) Offered:	Model Number(s) Offered:
One (1) New Autoclave		

Item #	Performance Specification	Status (M) Mandatory	Performance Specification Offered: Bidder <u>should</u> indicate how they meet the performance specification by recording this information in this column	Cross Reference: In this column, Bidders <u>should</u> cross-reference where this performance specification is indicated in their supporting documents
1	<b>Chamber specifications</b>			
1.1	Compliance with federal and provincial manufacturing codes and regulations, ASME (American Society of Mechanical Engineers) code for pressure vessels, Uniform Plumbing Code, Underwriters' Laboratories (UL) & Canadian Standards Association (CSA).	M		
1.2	The sterilizer exterior maximum length (from back of sterilizer (Remote End [RE] side) to furthest point of open door) must be less than 75 inches to provide clearance for laboratory counters	M		
1.3	New autoclave must fit into existing cement wall opening, which is 42.375 inches wide by 74.5 inches high	M		
1.4	Chamber size opening and internal dimensions of the chamber to be: Height: minimum of 35.5 inches Width: 26 inches wide Depth: minimum of 50 inches to a maximum of 66 inches (consistent with outer dimensions of chosen model chamber).	M		
1.5	Chamber to be constructed of 316L stainless steel	M		
1.6	Chamber to be warranted for a minimum period of 15 years against structural failure	M		
1.7	Double-Door (Pass-Through) combination Gravity/Vacuum steam sterilizer	M		
1.8	Stainless steel cabinet with hinged or removable front panel <b>and</b> removable side panels for easy service access. Sterilizer must be recessed at the remote (inside IMCF) end. Service access must be from the front, or right	M		

	side or top of unit. Left side will be against another structure in the room.			
1.9	Chamber must be supplied with a loading car and transfer carriage system, with 2 (two) shelves/racks. Each shelf/rack must hold 200 pounds (buckets of soil for our research)	M		
1.10	Interior track assembly for loading car to be installed	M		
1.11	Chamber jacket, Internal chamber baffle and steam jacket material to be constructed of 316L stainless steel.	M		
1.12	Each door seal mechanism to allow for manual emergency chamber access (eg. during power outage)	M		
1.13	Left side hinged, swinging door necessary on both control and remote ends	M		
1.14	Doors must come with safety mechanism to prevent steam from entering chamber until the door is closed and sealed	M		
1.15	Sterilizer to contain a thermocouple port with threaded plug for validation purposes	M		
1.16	Chamber air intake lines to be filtered to remove particles from room air	M		
<b>2</b>	<b>Performance Specifications</b>			
2.1	Must be able to function with building high pressure steam which has 80 Pounds Per Square Inch (PSI) at the main boiler	M		
2.2	Must have both gravity/downward displacement (Gravity, vacuum and liquid cycles) as well as Pressure/vacuum pulsing (effluent cycles) and leak test cycle.	M		
2.3	Must reach and hold 124 Degrees Celsius (°C) and 16 PSI in the chamber for a minimum of 1 hour.	M		
2.4	Temperature of the discharge water must be controlled to drain below 60°C. (140 Degrees Fahrenheit-(°F))	M		
2.5	Water conservation system present which prevents continuous water flow to drain unless needed	M		

2.6	Temperature selectivity to be 1.0°C increments or less	M		
<b>3</b>	<b>Control Package Specifications</b>			
3.1	Control panels at both the Control End (CE) and Remote End (RE) of the autoclave with English display	M		
3.2	Control panels must be protected from steam (either through placement or deflection mechanisms). If control panels on side, must be on right hand side	M		
3.3	Cycle complete visual and audio indicators	M		
3.4	Must have interlocking door system to prevent both sides from opening simultaneously	M		
3.5	All cycle phases must be monitored and recorded by the autoclave control system	M		
3.6	Interface to allow operator to check cycle status and conditions	M		
3.7	Jacket and chamber pressures, fault and critical system (e.g. seal and heat failure) alarm messages are to be displayed using text	M		
3.8	Allow for interface at different access levels for operation and servicing (programmable cycles)	M		
3.9	Easy to read controls interface screen (large enough to be read while standing 2 feet away) with at least 12 adjustable cycles (dry, pre-vacuum & liquid).	M		
3.10	Cycle status to identify selected cycle number, phase (dry or liquid) and exposure time.	M		
3.11	Active process display of temperature and pressure with cycle time remaining	M		
3.12	Provide supervisory and service level security for parameter control and calibration	M		
3.13	Able to display temperature in degrees Celsius and pressure in PSI	M		
3.14	Users must be able to reprint or download information from any cycle	M		

3.15	If information can be downloaded, interface must include a standard port (e.g. USB) for connection of laptop at remote (RE) and control (CE) ends and specialty software must be supplied to obtain cycle information.	M		
3.16	If autoclave includes a cycle and phase documentation printer, it is to be located at RE (remote end-inside IMCF) with take-up reel or tear off option and permanently record run time, date, cycle selection, temperatures, pressures and any errors that may have occurred	M		
3.17	Operator interface to enable choosing cycles and changing cycle parameters, lengths, and/or temperatures by operator when starting load run.	M		
3.18	Separate pressure gauges mounted for viewing from front of unit by operator indicating jacket and chamber pressures. Needle style analog chamber and jacket pressure gauges as back up to display.	M		
<b>4</b>	<b>Biological Seal Flange (BSF) Specifications</b>			
4.1	Must have a biological sealing flange (BSF) which provides an airtight seal preventing the passage of quarantined insects from containment facility to outside of facility.	M		
<b>5</b>	<b>Warranty and Manuals</b>			
5.1	One year (at minimum) on-site warranty covering parts, labour and travel.	M		
5.2	Two (2) complete hard copy sets and one (1) electronic copy via CD, DVD, or memory device of maintenance and operator manuals, in English, must be supplied with system.	M		

**ANNEX "B"**

**BASIS OF PAYMENT**

- Bidders must complete the tables below and submit it with their proposal.
- In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm lot price , as specified below. Applicable taxes are extra, if applicable, and to be shown as a separate item on any resulting invoice.

**TABLE 1: REQUIRED ITEMS**

<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Unit Price CAD</b>
<b>1</b>	<b>Supply of one (1) New Autoclave</b> in accordance with the Requirement and Mandatory Performance Specifications detailed in Annex A, Requirement.	1	\$ _____
<b>2</b>	<b>Delivery and Installation</b> – in accordance with Annex A, Requirement. <b>Delivery FOB Destination to:</b> Agriculture and Agri-Food Canada Lethbridge Research and Development Centre 5403-1 Avenue South 1 <sup>st</sup> Floor IMC Facility Lethbridge, AB T1J 4B1	1	\$ _____
<b>3</b>	<b>Training</b> in accordance with Annex A, Requirement All-inclusive price including materials, travel, accommodations and meals.	1	\$ _____
<b>TOTAL (GST excluded)</b>			\$ _____

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**TABLE 2: OPTIONAL ITEMS**

<b>Item</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Unit Price CAD</b>	<b>Extended Total CAD</b>
<b>1</b>	Printer paper roll	Ea	24	\$ _____	\$ _____
<b>2</b>	Door gaskets	Ea	2	\$ _____	\$ _____
<b>3</b>	Uninterrupted power supply (UPS) that can power sterilizer for a minimum of 30 minutes to complete the current cycle process.	Ea	1	\$ _____	\$ _____
<b>4</b>	One (1) year additional on-site warranty/service contract after expiration of initial one year warranty covering parts, labour and travel	Ea	1	\$ _____	\$ _____
<b>TOTAL (GST excluded)</b>					<b>\$ _____</b>

Note: Table 2 (Optional Items), will not be included in the financial evaluation.

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## **ANNEX "C" to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

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

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