



**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**  
Electrical & Electronics Products Division  
L'Esplanade Laurier  
East Tower, 4th floor,  
Ottawa  
Ontario  
K1A 0S5

<b>Title - Sujet</b> VOLTAGE SURGE SUPPRESSION 240V	
<b>Solicitation No. - N° de l'invitation</b> 08283-210015/A	<b>Date</b> 2021-08-09
<b>Client Reference No. - N° de référence du client</b> 08283-210015	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HN-478-80282	
<b>File No. - N° de dossier</b> hn478.08283-210015	<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> Eastern Daylight Saving Time EDT <b>on - le 2021-09-08</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Brazeau, Sean	<b>Buyer Id - Id de l'acheteur</b> hn478
<b>Telephone No. - N° de téléphone</b> (343) 574-2814 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Global Affairs Canada c/o BOYD MOVING & STORAGE LTD. 1255 Humber Place, Door 2A Ottawa, K1B 3W2	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security requirement associated with the requirement.

### **1.2 Requirement**

The Department of Global Affairs Canada (GAC) has a requirement for the supply and delivery of power surge protective devices (SPDs) to Ottawa, Ontario.

The Contractor must provide the goods and/or services in accordance with the technical requirements and in the quantities stated herein at **Annex "A" – Statement of Requirement**.

#### **1.2.1 Delivery Requirement**

Delivery of the initial deliverables is requested to be completed by November 12, 2021.

### **1.3 Debriefings**

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

### **1.4 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.

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

Delete: 60 days

Insert: 120 days

#### 2.1.1 SACC Manual Clauses

SACC Reference	Section	Date
<a href="#">B1000T</a>	Condition of Material	2014-06-26

### 2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated in the bid solicitation.

Note: For bidders choosing to submit using epost Connect for bids closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is:  
[tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca)

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

### 2.3 Enquiries - Bid Solicitation

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate

answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

## 2.4 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.

## 2.5 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.

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## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

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.

Canada requests that the bid be gathered per section and separated as follows:

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

Due to the nature of the bid solicitation, only bids transmitted by facsimile or e-post will be accepted.

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

#### 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 described in **Annex "A" – Statement of Requirement**.

#### Section II: Financial Bid

Bidders must submit their financial bid in accordance with **Annex "B" - Basis of Payment**.

##### 3.1.1 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.

##### 3.1.2 Electronic Payment of Invoices – Bid

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

( ) Direct Deposit (Domestic and International);

If none are chosen, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices. Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

#### Section III: Certifications

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

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Client Ref. No. - N° de réf. du client  
08283-210015

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HN478. 08283-210015

Buyer ID - Id de l'acheteur  
HN478  
CCC No./N° CCC - FMS No./N° VME

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## **Section IV: Additional Information**

### **3.1.3 Delivery Offered (*Bidder to complete*)**

While delivery is requested as indicated above, the best delivery that could be offered is \_\_\_\_\_ days after Contract award.

### **3.1.4 Contractor Representatives (*Bidder to complete*)**

Name and telephone number of the person responsible for:

#### **General enquiries**

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

#### **Delivery follow-up**

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

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

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

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

The following Mandatory requirements must be submitted with the bid for evaluation:

- Technical compliance with all mandatory criteria as detailed in **Annex "C" – Mandatory Evaluation Criteria**.

#### **4.1.2 Financial Evaluation**

The following Mandatory factors will be taken into consideration in the evaluation of each bid: Compliance with Pricing Basis;

The bid price will be determined by processing items at **Annex "B" – Basis of Payment** as follows:

- a. Sum of all items total price (unit price x qty);

##### **4.1.2.1 Pricing Basis**

The Bidder must submit firm unit prices in Canadian dollars, Applicable Taxes extra, DDP Delivered Duty (Ottawa, ON). Freight charges to destination and all applicable Custom duties and Excise taxes must be included.

### **4.2. Basis of Selection**

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.



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## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

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

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

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

### **5.1 Certifications Required with the Bid**

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

#### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

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

### **5.2 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.

**Bidder must complete Annex “D” Integrity Provisions – Associated Form as follows:**

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of all names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

### 5.2.2 General Environmental Criteria Certification (*Bidder to complete*)

The Bidder must select and complete one of the following two certification statements.

- a) The Bidder certifies that the Bidder is registered or meets ISO 14001.

\_\_\_\_\_  
Bidders' Authorized Representative Signature

\_\_\_\_\_  
Date

or

- b) The Bidder certifies that the Bidder meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

Green Practices within the Bidders' organization	Insert a checkmark for each criterion that is met
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

\_\_\_\_\_  
Bidders' Authorized Representative Signature

\_\_\_\_\_  
Date

### **5.2.3 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 supply and deliver power surge protective devices (SPDs) to Ottawa, Ontario for Global Affairs Canada (GAC)

The Contractor must provide the goods and/or services in accordance with the technical requirements and in the quantities stated herein at **Annex "A" – Statement of Requirement**.

#### 6.2.1 SACC Manual Clauses

SACC Reference	Section	Date
<u>B1501C</u>	Electrical Equipment	2018-06-21
<u>B7500C</u>	Excess Goods	2006-06-16

#### 6.2.2 Optional Goods

The Contractor grants to Canada the irrevocable option to acquire the goods described at **Annex "A" – Statement of Requirement, 3.2 Table 2: Optional Deliverables**, under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, in whole or in part, through a contract amendment.

The Contracting Authority may exercise the option at any time before 31 March 2023 by sending a written notice to the Contractor.

### 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.

#### 6.3.2 Supplemental General Conditions

4001 (2015-04-01), Hardware Purchase, Lease and Maintenance, apply to and form part of the Contract.

#### 6.4. Term of Contract

##### 6.4.1 Delivery Date

The initial deliverables must be received on or before \_\_\_\_\_ *(Delivery as offered and as accepted will be inserted at contract award).*

##### 6.4.2 Delivery Points

Delivery of the requirement will be made to:

BOYD MOVING & STORAGE LTD.  
1255 Humber Place, Door 2A  
Ottawa, K1B 3W2  
Attn to: *(will be inserted at contract award)*

#### 6.5 Authorities

##### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Sean M.H. Brazeau  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Industrial Products and Vehicles Procurement Directorate  
4th Floor East Tower, L'Esplanade Laurier Bldg,  
140 O'Connor St. Ottawa ON K1A 0R5

Telephone: 343-574-2814

E-mail address: [sean.brazeau@pwgsc-tpsgc.gc.ca](mailto:sean.brazeau@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.

##### 6.5.2 Technical Authority *(will be inserted at contract award)*

The Technical Authority for the Contract is:

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

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

### 6.5.3 Contractor's Representative *(will be inserted at contract award)*

Name and telephone number of the person responsible for:

#### General enquiries

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

#### Delivery follow-up

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

## 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 in firm unit prices, as specified in in Annex A for a cost of \$ \_\_\_\_\_ *(will be inserted at contract award)*. Customs duties are included and **Applicable Taxes are extra.**

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

### 6.6.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price

### 6.6.3 Multiple Payments

SACC Manual clause H1001C (2008-05-12) Multiple Payments

### 6.6.5 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s): *(will remove payment types that do not apply at award)*

- a. Direct Deposit (Domestic and International);

### 6.6.6 SACC Manual Clauses

SACC Reference	Section	Date
<u>G1005C</u>	Insurance	2016-01-28

## 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:

- One copy must be emailed to the following address for certification and payment: *(will be inserted at contract award)*
- One copy must be emailed 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 \_\_\_\_\_ (*will insert the name of the province or territory as specified by the Bidder in its bid, if applicable*).

## 6.10 Priority of Documents

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.

- the Articles of Agreement;
  - the supplemental general conditions 4001 (2015-04-01), Hardware Purchase, Lease and Maintenance;
  - the general conditions 2010A (2020-05-28), General Conditions - Goods (Medium Complexity);
  - Annex "A", Statement of Requirement;
  - Annex "B", Basis of Payment;
- the Contractor's bid dated \_\_\_\_\_ (*will be inserted at contract award*)

## 6.11 SACC Manual Clauses (Delivery)

SACC Reference	Section	Date
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Solicitation No. - N° de l'invitation  
08283-210015/A  
Client Ref. No. - N° de réf. du client  
08283-210015

Amd. No. - N° de la modif.  
File No. - N° du dossier  
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Buyer ID - Id de l'acheteur  
HN478  
CCC No./N° CCC - FMS No./N° VME

<u>D2000C</u>	Marking	2007-11-30
<u>D2001C</u>	Labelling	2007-11-30
<u>D9002C</u>	Incomplete Assemblies	2007-11-30

#### **6.11.1 Shipping Instructions - Delivery at Destination**

Goods must be consigned to the destination specified in the Contract and Delivered Duty Paid –DDP– (Ottawa, ON) Incoterms 2000 for shipments from a commercial contractor.

#### **6.12 Dispute Resolution**

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



## **ANNEX "A" – STATEMENT OF REQUIREMENT**

### **1. Purpose**

1.1. The Department of Global Affairs Canada (GAC) has a requirement for the supply and delivery of power surge protective devices (SPDs) to Ottawa, Ontario.

### **2. Background**

2.1. The Chancery Electronic Security System (CESS) Uninterruptible Power Supply (UPS) project was put in place to protect UPS equipment from power surges/fluctuations and help extend the life of the equipment. This system was specifically designed for GAC in 2012 to protect their UPS systems worldwide.

In many foreign countries electricity is unstable/unreliable. An external surge suppressor is necessary to protect the UPS equipment against high energy transient susceptible to disturb/destroy the UPS, which would risk a complete and catastrophic critical load loss. An external fuseless Surge Protective Device (SPD) is able to absorb a temporary surge current of 60kA (60,000 amps). If the surge is higher or is sustained, the SPD protects assets/load at all cost and short-circuits and opens upstream breaker. Doing so, the UPS will go on battery, initiate proper graceful shutdown procedures and facilitates recovery. Being external, the SPD box can be manually unplugged and UPS plugged directly into the wall receptacle to restart the process.

A unique SPD system to operate in-line between Utility & UPS systems without any fusing/thermal protection makes the systems able to truly absorb and protect without degradation.

### **3. Deliverables**

The Contractor must supply and deliver the following deliverables:

#### **3.1. Table 1: Initial Deliverables**

ITEM	DESCRIPTION	UNIT	QTY
1.0	Power Surge Protective Devices - 240v (including a 10 year warranty on each device)	EA	55

### 3.2. Table 2: Optional Deliverables

ITEM	DESCRIPTION	UNIT	QTY
1.0	Additional Power Surge Protective Devices - 240v (including a 10 year warranty on each device)  Units to be provided between April 2022 and March 2023 in support of wider deployment to all missions.	EA	Up to 100

## 4. Delivery Destination

Destination	Contact
BOYD MOVING & STORAGE LTD. 1255 Humber Place, Door 2A Ottawa, K1B 3W2	<u><a href="#">(Contact name and details to be provided at contract award)</a></u>

## 5. Equipment Specifications

### 5.1. Table 3: Applicable Standards

ITEM	Applicable Standards
1.0	UL 1449 3RD EDITION (E316468)
2.0	IEC 61643-1
3.0	NEMA LS-1
4.0	NEMA 4 - IP65
5.0	NEMA L6-20
6.0	IEEE C62.11

### 5.2. Table 4: Equipment Specifications

ITEM	Equipment Specifications
1.0	Power Surge Protective Device 240 V
	<p>1. 2 PH split, 2 X 40mm 240V (2 X L-G), breaker.</p> <p>a. Phase-indication LEDs, remote relays –nominal voltage: 120/240V split phase.</p> <p>b. Maximum continuous operating voltage (MCOV) (L-G): 150V.</p> <p>c. Nominal discharge current I (8/20µs) per UL 1449 3RD EDITION (L-G) N: 20KA</p> <p>d. Voltage protection rating (VPR), in-line, per UL 1449 3RD EDITION (L-G): 500V.</p> <p>e. Voltage protection rating (VPR), in-line, per UL 1449 3RD EDITION (L-L): 1000V.</p> <p>f. Maximum Surge Current I (8/20µs) NEMA LS-1 (L-G) MAX: 140KA</p> <p>g. Maximum Lightning Current I (10/350µs) IEC 61643-1 (L-G) IMP: 7.5KA</p> <p>h. Let through voltage level for surge current 10kA (8/20µs) (L-G): 435V</p> <p>i. Long duration surge performance 500A square waveform 2MS IEEE C62.11: 250 HITS</p> <p>j. Response time: &lt; 1 nanosecond.</p> <p>k. Operating Temperature range must at a minimum include the full range of -40 degrees to +85 degrees Celsius.</p> <p>l. Environmental Protection: NEMA 4 - IP65.</p>

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	<p>m. Enclosure Dimensions must be from 10" X 8" X 6 1/2" up to 12" X 6" X 12".</p> <p>n. NEMA L6-20 Male plug power cords to power source, and NEMA L6-20 Female plug to equipment power cords.</p> <p>o. Must be listed to UL 1449 - 3RD EDITION (E316468).</p>
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## ANNEX "B" – BASIS OF PAYMENT

All prices must be firm in Canadian dollars, Delivered Duty Paid (Ottawa, Ontario), Goods and Services Tax or the Harmonized Sales Tax extra, transportation costs to destination and all applicable Custom Duties and Excise Taxes included.

Bidder to complete Table 1 and 2:

**Table 1 Initial Deliverables:**

<i>Item</i>	<i>Description</i>	<i>Qty</i>	<i>UoM</i>	<i>Unit Price</i>	<i>Total Price</i>
1.	Power Surge Protective Devices - 240v (including a one (1) year warranty on each device)  Bidder to specify make and model being offered:  <b>Manufacturer:</b>  _____  <b>Make and Model:</b>  _____	55	each	\$	\$
2.	Nine (9) Year Extended Warranty on each device	55	each	\$	\$
<b>Subtotal:</b>					\$
<b>Taxes:</b>					\$
<b>TOTAL:</b>					\$

**Table 2 Optional Deliverables:**

<i>Item</i>	<i>Description</i>	<i>Qty</i>	<i>UoM</i>	<i>Unit Price</i>	<i>Total Price</i>
1.	Power Surge Protective Devices - 240v (including a one (1) year warranty on each device)	100	each	\$	\$

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2.	Nine (9) Year Extended Warranty on each device	100	each	\$	\$
<b>Subtotal:</b>					\$
<b>Taxes:</b>					\$
<b>TOTAL:</b>					\$

## ANNEX “C” – MANDATORY EVALUATION CRITERIA

### 1. Instructions to Bidders:

In their bid submission, Bidders must demonstrate how they meet all requirements detailed in the Requirement at Annex “A” and address clearly and in sufficient depth all points that are subject to evaluation criteria listed below, against which the bid will be evaluated. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The Bidder must provide proof and/or verification of the Mandatory Evaluation Criteria identified herein through supporting documentation, as applicable. Bidders are required to provide a page reference number by each compliant requirement that refers to the supplied literature; if left blank, it may be evaluated as not met. It is the Bidder's responsibility to ensure that the submitted supporting documentation provides detail to prove that the proposed good(s) meet the requirements of the mandatory criteria.

**If published supporting documents or certifications are not available, Bidders should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.**

Canada will not evaluate information such as references to website addresses where additional information can be found, or technical manuals, or brochures not submitted with the bid. To be considered responsive, proposals must meet all of the mandatory criteria specified in the solicitation document.

### 2. Table 1 - Mandatory Technical Evaluation Criteria:

Item	Mandatory Technical Criteria	Cross Reference Paragraph / Page # in Bidder's Proposal
The power surge protective devices proposed by the Bidder:		
<u>M1</u>	Must have 2 PH split, 2 X 40mm 240V (2 X L-G), breaker.	
<u>M2</u>	Must have phase-indication LEDs, remote relays –nominal voltage: 120/240V split phase.	
<u>M3</u>	Must have a maximum continuous operating voltage (MCOV) (L-G) of	

	150V.	
<u>M4</u>	Must have a nominal discharge current I (8/20µs) per UL 1449 3RD EDITION (L-G) N of 20KA	
<u>M5</u>	Must have a voltage protection rating (VPR), in-line, per UL 1449 3RD EDITION (L-G) of 500V.	
<u>M6</u>	Must have a voltage protection rating (VPR), in-line, per UL 1449 3RD EDITION (L-L) of 1000V.	
<u>M7</u>	Must have a maximum surge current I (8/20µs) NEMA LS-1 (L-G) MAX of 140KA	
<u>M8</u>	Must have a maximum lightning current I (10/350µs) IEC 61643-1 (L-G) IMP: 7.5KA	
<u>M9</u>	Must have a let through voltage level for surge current 10kA (8/20µs) (L-G) of 435V	
<u>M10</u>	Must have a long duration surge performance 500A square waveform 2MS IEEE C62.11: 250 HITS	
<u>M11</u>	Must have a response time of < 1 nanosecond.	
<u>M12</u>	Must have an operating temperature range which at a minimum includes the full range of -40 degrees to +85 degrees Celsius.	
<u>M13</u>	Must have environmental protection rated to NEMA 4 - IP65.	
<u>M14</u>	Must have enclosure dimensions which fall within the range of 10" X 8" X 6 1/2" up to no more than 12" X 6" X 12".	
<u>M15</u>	Must have NEMA L6-20 Male plug power cords to power source, and NEMA L6-20 Female plug to equipment power cords.	
<u>M16</u>	Must be listed to UL 1449 - 3RD EDITION (E316468).	



### 3. Table 2 – Other Mandatory Criteria:

Item	Description	Cross Reference Paragraph / Page # in Bidder's Proposal
<u>M17</u>	The Bidder must identify in their proposal the make and model of the power surge protective devices proposed to fulfill the deliverables.	

## **ANNEX "D" – INTEGRITY PROVISIONS – ASSOCIATED INFORMATION FORM**

### **TO BE COMPLETED BY BIDDER:**

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors:

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*(add lines as required)*

2. For a Sole Proprietorship or an individual doing business under a firm name – the name of the sole proprietor or individual:

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3. For a Joint Venture - the names of all current members of the Joint venture:

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*(add lines as required)*

4. For an individual - the full name of the person:

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