



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scotia

B3J 1T3

Bid Fax: (902) 496-5016

## 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

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scot

B3J 1T3

<b>Title - Sujet</b> Indoor Cycling Bikes	
<b>Solicitation No. - N° de l'invitation</b> W0100-221970/A	<b>Date</b> 2021-08-24
<b>Client Reference No. - N° de référence du client</b> W0100-22-1970	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-207-11353	
<b>File No. - N° de dossier</b> HAL-1-87040 (207)	<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> Atlantic Daylight Saving Time ADT <b>on - le 2021-10-14</b> Heure Avancée de l'Atlantique HAA	
<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> Grieve, Bronwen	<b>Buyer Id - Id de l'acheteur</b> hal207
<b>Telephone No. - N° de téléphone</b> (902) 943-2394 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> CFB HALIFAX D216 FLEET FITNESS & SPORTS CENTRE 2588 PROVO WALLIS ST HALIFAX NOVA SCOTIA B3K 5X5 CANADA	

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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W0100-221970/A  
Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
ha1207  
CCC No./N° CCC - FMS No./N° VME

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security requirement applicable to the Contract.

### **1.2 Requirement**

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

### **1.3 Debriefings**

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

### **1.4 Canadian Content**

The requirement is subject to a preference for Canadian goods.

### **1.5 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.

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## 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:

Bid Receiving Public Works and Government Services Canada / Réception des soumissions  
Travaux publics et services gouvernementaux  
1713 Bedford Row  
Halifax, NS B3J 1T3

Email for epost Connect:

[TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.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.

Facsimile number: (902) 496-5016

### 2.4 Enquiries - Bid Solicitation

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

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

### 2.5 Applicable Laws

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

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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 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

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

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

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

- If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Offer (1 hard copy)  
Section II: Financial Offer (1 hard copy)  
Section III: Certifications (1 hard copy)

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

- If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

Canada requests that bidders follow the format instructions described below in the preparation of hard copy of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

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**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.

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

**3.1.3 SACC Manual Clauses****Section III: Certifications**

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



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## 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.
- (c) The evaluation team will determine if there are two (2) or more bids with a valid Canadian content certification with the bids coming from two or more Bidders that are not affiliated within the meaning used in the Competition Act, R.S.C., 1985, c. C-34. In that event, only those bids with a valid certification will be eligible to be awarded a contract; otherwise, all bids will be eligible. If at any point in the evaluation process it is found, whether by determination of invalidity of certifications, determination that bids are non-responsive or withdrawal of bids by Bidders, that there are no longer two (2) or more responsive bids with a valid certification, then all responsive bids will be eligible to be awarded a contract. Canada may conduct the validation of Canadian content certifications at any time in the evaluation process including doing so concurrently with other steps.

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

Refer to Annex "A1"

#### 4.1.2 Financial Evaluation

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

### 4.2 Basis of Selection

#### 4.2.1 Basis of Selection – Mandatory Technical Criteria

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.

#### 5.1.2 Additional Certifications Required with the Bid

##### 5.1.2.1 Canadian Content Certification

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the good(s) offered are Canadian goods, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the good(s) offered being treated as non-Canadian goods.

The Bidder certifies that:

( ) the good(s) offered are Canadian goods as defined in paragraph 1 of clause [A3050T](#).

##### 5.1.2.1.1 SACC Manual clause [A3050T](#) (2020-07-01) Canadian Content Definition

### 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.

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## 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 March 31, 2024 inclusive.

#### 6.4.2 Delivery Date

While delivery is requested by March 31, 2022, the best delivery that could be offered is \_\_\_\_\_.

#### 6.4.3 Optional Goods

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at **Annex "A"** of the Contract 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, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

#### 6.4.5 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:

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Name: Bronwen Grieve  
Title: Supply Officer  
Public Works and Government Services Canada  
Acquisitions Branch  
Address: 1713 Bedford Row  
Halifax, NS B3J 1T3  
  
Telephone: 902-943-2394  
E-mail address: [bronwen.grieve@tpsgc-pwgsc.gc.ca](mailto:bronwen.grieve@tpsgc-pwgsc.gc.ca)

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

### 6.5.2 Project Authority

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

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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 price as specified in Annex "B" for a cost of \$\_\_\_\_\_. Customs duties are included and Applicable Taxes are extra.

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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 Single Payment**

SACC Manual clause H1001C (2008-05-12), Single Payment

#### **6.6.4 Electronic Payment of Invoices – Contract**

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

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

#### **6.7 Invoicing Instructions**

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

#### **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 \_\_\_\_\_.

#### **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 (2018-06-21), 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**

SACC Manual clause B1501C (2018-06-21), Electrical Equipment

SACC Manual clause B7500C (2006-06-16), Excess Goods

#### **6.12 Compliance**

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

#### **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".

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## **ANNEX "A"**

### **REQUIREMENT**

#### **1. Scope**

##### **1.1. Objective**

To procure quantity thirty two (32) Indoor cycling bikes for lifecycle replacement of existing bikes within Canadian Forces Base Halifax Fitness and Sports facilities.

##### **1.2. Background**

Personnel Support Programs (PSP) are responsible for providing that Canadian Armed Forces members have access to safe, functional and effective cardiovascular training equipment, ensuring the members meet their mandated requirement of a high standard of physical fitness.

In the last decade PSP has purchased several different models of Indoor Cycling Bikes in the search for a reliable, well-designed bike that can accommodate a large range of people. Most have required a considerable amount of maintenance on a regular basis which is expensive and disrupts programming. The specifications outlined below have been refined and incorporate design features that have shown to reduce maintenance costs, closely mimic road bike feel, and accommodate the widest range of people.

##### **1.3. Terminology**

Indoor Cycling Bike refers to;

The style of stationary bicycle that can be used indoors for group fitness classes

#### **2. Reference Documents**

2.1. Mandatory Technical Criteria (Annex A1)

2.2. It is the responsibility of the Offeror to procure/obtain/provide all necessary documents to prove adherence to the required Mandatory Technical Criteria identified in Annex A1 – Technical Evaluation.

I.E. Factory Bill of Sale, Commercial Invoice, Manufacturers catalogue, technical brochure etc.

#### **3. Mandatory Technical Requirements**

##### **3.1. Frame and Dimensions**

- 3.1.1. Must be V-shaped frame design.
- 3.1.2. Must be constructed of welded steel, aircraft aluminum or other robust material equivalent
- 3.1.3. Must accommodate riders from 4 feet 10 inches up to 6 feet 8 inches tall.
- 3.1.4. Length: Maximum 54 inches
- 3.1.5. Width: Maximum 28 inches
- 3.1.6. Weight Capacity: Must be able to accommodate riders up to 350 lbs.



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### 3.2. Mechanical Components

- 3.2.1. Flywheel: Must be rear-wheel design.
- 3.2.2. Resistance System: Must be magnetic resistance.
- 3.2.3. Resistance Lever (Shifter): Lever must be mounted on or near the handlebars.
- 3.2.4. Resistance Levels (Gears): Must have at least 20 levels of resistance.
- 3.2.5. Drivetrain: Must be self-tensioning single poly-V belt.
- 3.2.6. Cranks: Must be curved to accommodate a larger variety of riders and footwear.
- 3.2.7. Pedals: Dual-sided with an integrated adjustable cage and SPD style capability to clip in.
- 3.2.8. Seat: Four-way adjustability.

### 3.3. Handlebars

- 3.3.1. Four-way adjustability.
- 3.3.2. Continuous design to allow for multiple hand positions.

### 3.4. Console Connectivity

- 3.4.1. Bluetooth compatible to allow ability to download workout data and communicate with group class projection systems.

### 3.5. Console Display must include the following features:

- 3.5.1. Battery operated
- 3.5.2. Display immediate and accurate ride data
- 3.5.3. Speed in Revolutions per minute (rpm)
- 3.5.4. Power in Watts
- 3.5.5. Elapsed Time spent cycling
- 3.5.6. Distance (Trip)
- 3.5.7. Resistance Level (Gear)
- 3.5.8. Heart Rate monitor compatible
- 3.5.9. Backlit display

### 3.6. Miscellaneous Features

- 3.6.1. Must have at least 1 water bottle holder.
- 3.6.2. Must have a media tray.
- 3.6.3. Must have wheels to allow for tip and roll transport.
- 3.6.4. Must be designed for commercial usage, minimum of eight (8) hours a day

## 4. Tasks

- 4.1. The Offeror must deliver QTY 32 EA Indoor Cycling Bikes to the following location:

Fleet Fitness and Sports Center  
Bldg D-216, HMC Dockyard  
2588 Provo Wallis Street  
Halifax NS B3K 5X5

## 5. Deliverables and Acceptance Criteria

- 5.1. The Offeror must ensure the Indoor Cycling Bikes are subject to the following **minimum** warranties;
  - 5.1.1. Frame: 10 Years

- 5.1.2. Miscellaneous/Mechanical and Electrical parts/components: 3 Years  
5.1.3. Wearable Parts: 90 days

- 5.2. The Offeror must provide the following documents;  
5.2.1. Manufacturer's specifications in English and French  
5.2.2. Manufacturer's user guide in English and French  
5.2.3. Offeror's/Manufacturer's warranty documentation

## 6. Constraints

- 6.1. The Offeror must ensure all employees including delivery drivers within CFB Halifax abide by the provincial health regulations, including mandatory self-isolation period (if applicable), social distancing protocols, personnel gathering limits, and usage of masks are **strictly** adhered to.
- 6.2. The Offeror must ensure delivery is scheduled and conducted during the following allocated times;

Mandatory Delivery Times
Monday through Friday
0730 HRS – 1500 HRS

Statutory, Provincial and Federal holidays excluded.

## 7. Client Support

- 7.1. PSP will help coordinate delivery time(s) and ensure a team member is available to receive shipment(s) of Indoor Cycling Bikes. Also assisting in identifying exact drop off location(s) of individual Indoor Cycling Bikes within the facility.
- 7.2. Final inspection will rest solely with the consignee (PSP) at point of delivery. Equipment failing inspection shall be returned to the Offeror and replaced at no additional cost, including any incurred shipping charges.
- 7.3. The Department of National Defence (DND) will be responsible for identifying any malfunctions, deficiencies or any applicable repairs/replacements that fall under the active warranty periods. At which time an agreed upon resolution between the Offeror and DND, will be approved and executed.

## 8. Timeframe and Delivery Dates

- 8.1. The Offeror must ensure the firm requirement of thirty-two (32) Indoor Cycling Bikes are received on or before 31 March 2022
- 8.2. Delivery of the firm requirement must be sent as a single shipment.
- 8.3. Orders for optional requirements will be issued through a Contract Amendment. Minimum quantity for optional goods purchases is 10 units per order.

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8.4. Scheduling of delivery date and time is required prior to delivery. Failure to comply may result in the refusal of the shipment.

8.5. All deliveries are to be made to:

FMF Cape Scott CFB Halifax  
Bldg D200 Door 13  
2365 Provo Wallis  
Halifax NS  
B3K 5X5

8.6. If equipment is shipped unassembled, Offeror must assemble at delivery location.

## **9. Contractor Qualifications**

N/A

## ANNEX "A1"

### TECHNICAL EVALUTION

#### Instructions:

The Bidder **must** address each Mandatory Technical Criteria listed below.

The Bidder should include one (1) copy of descriptive literature; if available, for the item(s) offered in sufficient detail to clearly indicate compliance with each of the individual requirements from the Mandatory Technical Criteria detailed herein. References to Internet websites or information that is not included in the bid will not be evaluated.

The Bidder should comment /cross reference the page number and highlight the specification in your technical data sheets or brochure to demonstrate and support your compliance for each of the Mandatory Technical Criteria.

The Bidder must provide as much detail as possible to support their comments and their claims of compliance for each specification.

**NOTE:** The Crown is under NO obligation to seek clarification of the bid(s) or the supporting technical documentation provided. Failure to meet any of the following will render your proposal non-compliant and will be given no further consideration.

Item	Mandatory Technical Criteria	Bidder to Reference Page Number/Comments
3.1.	Frame and Dimensions	
3.1.1.	Must be V-shaped frame design	
3.1.2.	Must be constructed of welded steel, aircraft aluminum or other robust material equivalent	
3.1.3.	Must accommodate riders from 4 feet 10 inches up to 6 feet 8 inches tall.	
3.1.4.	Length: Maximum 54 inches	
3.1.5.	Width: Maximum 28 inches	

3.1.6.	Weight Capacity: Must be able to accommodate riders up to 350 lbs.	
3.2.	Mechanical Components	
3.2.1.	Flywheel: Must be rear-wheel design	
3.2.2.	Resistance System: Must be magnetic resistance.	
3.2.3.	Resistance Lever (Shifter): Lever must be mounted on or near the handlebars.	
3.2.4.	Resistance Levels (Gears): Must have at least 20 levels of resistance.	
3.2.5.	Drivetrain: Must be self-tensioning single poly-V belt.	
3.2.6.	Cranks: Must be curved to accommodate a larger variety of riders and footwear.	
3.2.7.	Pedals: Dual-sided with an integrated adjustable cage and SPD style capability to clip in.	
3.2.8.	Seat: Four-way adjustability.	
3.3.	Handlebars	
3.3.1.	Four-way adjustability.	
3.3.2.	Continuous design to allow for multiple hand positions.	
3.4.	Console Connectivity	

3.4.1.	Bluetooth compatible to allow ability to download workout data and communicate with group class projection systems.	
3.5.	Console Display must include the following:	
3.5.1.	Battery operated	
3.5.2.	Display immediate and accurate ride data	
3.5.3.	Speed in Revolutions per Minute (rpm)	
3.5.4.	Power in Watts	
3.5.5.	Elapsed Time spent cycling	
3.5.6.	Distance (Trip)	
3.5.7.	Resistance Level (Gear)	
3.5.8.	Heart Rate monitor compatible	
3.5.9.	Backlit display	
3.6.	Miscellaneous Features	
3.6.1.	Must have minimum one (1) water bottle holder	
3.6.2.	Must have media tray	
3.6.3.	Must have wheels to allow for tip and roll transport	
3.6.4.	Must be designed for commercial usage, minimum eight (8) hours a day	

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**ANNEX "B"**

**BASIS OF PAYMENT**

Bidders must submit firm unit prices for each item listed below to be given further consideration. A financial bid addressing only a portion of the requirement will be declared non-responsive.

Pricing offered must be in Canadian dollars, Applicable Taxes excluded, Canadian customs duties and excise taxes included.

**Pricing offered must be inclusive of all delivery costs.**

No further charges will be allowed.

**NOTE: In Tables 2 and 3, Qty = Estimated order quantity. These are estimates only for evaluation purposes and actual order quantities may differ based on operational requirements.**

**Table 1: Firm Requirement**

Item	Description	Unit of Measure	Quantity (A)	Unit Rate (B)	Extended Price (C = A x B)
1	Indoor Cycling Bike (Spin Bike)	EA	32	\$	\$
2	Frame Warranty: Minimum 10 years	EA	32	\$	\$
3	Miscellaneous/Mechanical and Electrical parts/components Warranty: Minimum 3 years	EA	32	\$	\$
4	Wearable Parts Warranty: Minimum 90 days	EA	32	\$	\$
Subtotal (GST/HST not included)					\$

**Table 2: Optional Requirement – if ordered between April 1, 2022 and March 31, 2023**

Item	Description	Unit of Measure	Estimated Quantity (A)	Unit Rate (B)	Extended Price (C = A x B)
1	Indoor Cycling Bike (Spin Bike)	EA	10	\$	\$
2	Frame Warranty: Minimum 10 years	EA	10	\$	\$
3	Miscellaneous/Mechanical and Electrical parts/components Warranty: Minimum 3 years	EA	10	\$	\$
4	Wearable Parts Warranty: Minimum 90 days	EA	10	\$	\$
<b>Subtotal (GST/HST not included)</b>					\$

**Table 3: Optional Requirement – if ordered between April 1, 2023 and March 31, 2024**

Item	Description	Unit of Measure	Estimated Quantity (A)	Unit Rate (B)	Extended Price (C = A x B)
1	Indoor Cycling Bike (Spin Bike)	EA	10	\$	\$
2	Frame Warranty: Minimum 10 years	EA	10	\$	\$
3	Miscellaneous/Mechanical and Electrical parts/components Warranty: Minimum 3 years	EA	10	\$	\$
4	Wearable Parts Warranty: Minimum 90 days	EA	10	\$	\$
<b>Subtotal (GST/HST not included)</b>					\$



Solicitation No. - N° de l'invitation  
W0100-221970/A  
Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
ha1207  
CCC No./N° CCC - FMS No./N° VME

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**Table 4:** Evaluated Total

Description	Total
Table 1 Subtotal	
Table 2 Subtotal	
Table 3 Subtotal	
<b>Total (Table 1+2+3) (GST/HST not included)</b>	

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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)

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**ANNEX "D"**

**INTEGRITY PROVISIONS – LIST OF DIRECTORS**

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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2. For a Partnership, General Partnership or Limited Partnership - the names of all current partners;

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3. 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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4. In the case of a joint venture - For a Joint Venture - the names of all current members of the Joint venture;

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5. For an individual - the full name of the person

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