



**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**

<b>Title - Sujet</b> Water purification system Reverse osmosis water purification system	
<b>Solicitation No. - N° de l'invitation</b> K8A21-220548/A	<b>Date</b> 2021-11-18
<b>Client Reference No. - N° de référence du client</b> K8A21-220548	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HL-662-80601	
<b>File No. - N° de dossier</b> hl662.K8A21-220548	<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 Standard Time EST <b>on - le 2021-12-06</b> Heure Normale du l'Est HNE	
<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> Munz, Pam	<b>Buyer Id - Id de l'acheteur</b> hl662
<b>Telephone No. - N° de téléphone</b> (613) 296-9133 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**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**

Fuel & Construction Products Division  
L'Esplanade Laurier,  
140 O'Connor Street,  
East Tower, 4th floor,  
Ottawa  
Ontario  
K1A 0S5

<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>

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## PART 1 - GENERAL INFORMATION

### 1.1 Statement of Work - Bid

The Work to be performed 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

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.

**Given that many people are currently working from home and in an effort to reduce the spread of the coronavirus disease (COVID-19) within communities, offerors are highly encouraged to transmit their bid electronically using the epost Connect service. Information on the epost Connect service can be found in Part 2 entitled Offeror Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation.**

### 1.4 Canadian Content

The requirement is subject to a preference for Canadian goods

### 1.5 COVID-19 vaccination requirement

This requirement is subject to the COVID-19 Vaccination Policy for Supplier Personnel. Failure to complete and provide the COVID-19 Vaccination Requirement Certification as part of the bid will render the bid non-responsive.

## 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: 90 days

#### 2.1.1 SACC Manual Clauses

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
B1000T	Condition of Material - Bid	2014-06-26

#### 2.1.2 Subject To Prior Sale

Submission of firm delivery is mandatory, therefore if a proposal is marked "Subject to Prior Sale" or if the bid does not conform to the bid validity period expressed herein, the bid will be considered non responsive.

#### 2.1.3 Units of Issue

Suppliers are to pay particular attention to the units of issue specified. If quoting other than specified, please indicate the unit of issue you are quoting on.

### 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 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 **Best Delivery Date - Bid**

While delivery is requested by February 1, 2022, the best delivery that could be offered is \_\_\_\_\_.

#### 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.

#### 2.7 **Covid-19 Vaccination Requirement Certification**

In accordance with the COVID-19 Vaccination Policy for Supplier Personnel, all Bidders must provide with their bid, the COVID-19 Vaccination Requirement Certification attached to this bid solicitation at Annex "D", to be given further consideration in this procurement process. This Certification incorporated into the bid solicitation on its closing date is incorporated into, and forms a binding part of any resulting Contract.

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## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions – Electronic Submission

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

Due to the nature of the Request for Proposal, transmission of bids by mail/courier to PWGSC Bid Receiving Unit (BRU) **will not be accepted**.

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

#### Section I: Technical Bid

In their technical bid, Bidders should 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.

#### 3.1.2 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.

#### 3.1.3 SACC Manual Clauses

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
C3011T	Exchange Rate	2013-11-06

#### 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

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

##### 4.1.1.1 Mandatory Technical Criteria

- a) The Bidder must provide documentation showing how they meet the technical requirements detailed in Annex "A"; and

Criteria No.	Mandatory Criteria Description	Compliance (Met/Not Met)	Bidder's Substantiation
MTC 1	Reverse osmosis water purification system must be able to generate purified water at a rate of 60 litres per hour		
MTC 2	Reverse osmosis water purification system must be compatible with existing 500 litre tank and Millipore Super-Q Plus polishing system		

#### 4.1.2 Financial Evaluation

##### 4.1.2.1 Mandatory Financial Criteria

- a) The Bidder must bid a firm unit price in Canadian funds, Applicable Taxes excluded, DDP Delivered Duty Paid to destination(s) Incoterms 2000, Customs Duties 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 for Item 1 will be recommended for award of a contract.

In an event of a tie, a mutually agreed selection methodology will be determined between the Bidders involved in the tie and Contracting Authority (e.g. coin toss).

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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 Certification 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 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

##### 5.1.2.2 Product Certification

The Bidder certifies that all goods proposed conform to the specifications detailed at Annex "A".

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### 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>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

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

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

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

### 5.2.3 Canada Environmental, Socio-Economic and Accessibility Initiative Certification

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

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

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

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

\_\_\_\_\_  
Date

OR

- 2) The Bidder certifies that it meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of eight (8) criteria identified in the table below.

The Bidder must indicate which four (4) criteria, as a minimum, are met.

Environmental criteria 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 programs or policies on, but not limited to, the following: - Greenhouse Gas (GHG) Reduction - GHG inventory - eWaste - Waste audits - Energy efficiency - Green procurement - Fleet requirements (green vehicles, vehicle tracking, low resistance tires, tire recycling, emission reduction, etc.) - LED lighting - Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program - Motion-sensored lighting - Solar/wind programs	
A minimum of 50% of office equipment has an energy efficient certification.	
Other Environmental or Green Registration or Certification.  The Bidder should provide a brief description of the program in place in their bid.	
Other environmental initiatives and programs in place  The Bidder should provide a brief description of the program in place in their bid.	

\_\_\_\_\_  
 Bidders' Authorized Representative Name & Signature

\_\_\_\_\_  
 Date

OR

- 3) The Bidder certifies that it manages and encourages targeted underrepresented suppliers, supplier ownership and groups (i.e., visible minorities, women, youth, and veterans of the Canadian Armed Forces) through the use of Human Resource (HR) policies, training or skills development policies or program, employment, scholarships, etc.

The Bidder should provide a brief description of the program in place in their bid.

\_\_\_\_\_  
 Bidders' Authorized Representative Name & Signature

\_\_\_\_\_  
 Date

OR

- 4) The Bidder certifies that it manages and encourages indigenous suppliers, supplier ownership and groups through the use of Human Resource (HR) policies, training or skills development policies or program, employment, scholarships, etc.

The Bidder should provide a brief description of the program in place in their bid.

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hl662.K8A21-220548

Buyer ID - Id de l'acheteur  
hl662  
CCC No./N° CCC - FMS No./N° VME

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\_\_\_\_\_  
Bidders' Authorized Representative Name & Signature

\_\_\_\_\_  
Date

Note: The Bidder, may be required to further demonstrate its certification statement by submitting, upon request from the contracting authority, the following information:

- i) A detailed description of initiative(s) or program(s)
- ii) Proof of initiative(s) or program(s) (certificate, report, audit, action plan, policy, etc.).

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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 Statement of Work – Contract

The Contractor must perform the Work in accordance with the Statement of Work 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>) 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

##### 4013 – Compliance with on-site measures, standing orders, policies, and rules

The Contractor must comply and ensure that its employees and subcontractors comply with all security measures, standing orders, policies or other rules in force at the site where the Work is performed.

##### 4014 – Suspension of the work

1. The Contracting Authority may at any time, by written notice, order the Contractor to suspend or stop the Work or part of the Work under the Contract for a period of up to 180 days. The Contractor must immediately comply with any such order in a way that minimizes the cost of doing so. While such an order is in effect, the Contractor must not remove any part of the Work from any premises without first obtaining the written consent of the Contracting Authority. Within these 180 days, the Contracting Authority must either cancel the order or terminate the Contract, in whole or in part, under section(s) 23 "Default by the Contractor" or 24 "Termination for convenience" of general conditions 2010A (2020-05-28).
2. When an order is made under subsection 1, unless the Contracting Authority terminates the Contract by reason of default by the Contractor or the Contractor abandons the Contract, the Contractor will be entitled to be paid its additional costs incurred as a result of the suspension plus a fair and reasonable profit.
3. When an order made under subsection 1 is cancelled, the Contractor must resume work in accordance with the Contract as soon as practicable. If the suspension has affected the Contractor's ability to meet any delivery date under the Contract, the date for performing the part of the Work affected by the suspension will be extended for a period equal to the period of suspension plus a period, if any, that in the opinion of the Contracting Authority, following consultation with the Contractor, is necessary for the Contractor to resume the Work. Any equitable adjustments will be made as necessary to any affected conditions of the Contract.

### 6.4 Term of Contract

#### 6.4.1 Delivery Date

All the deliverables must be received on or before \_\_\_\_\_. (*insert the date*)

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#### 6.4.2 Adherence to Delivery Schedule

The contractor will promptly give notice to the Contracting Authority of its inability to meet the contract delivery schedule and will request therein an extension of time stating its proposed revised delivery schedule and offering consideration for such revisions. Until such notice is received and the revised delivery schedule agreed to, the Minister may, pursuant to the General Conditions, on the business day following the due date of delivery of any outstanding materials, terminate the whole or part of the contract for default.

#### 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: Pam Munz  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: IPVPD  
Address: 140 O'Connor St, 4<sup>th</sup> floor  
Ottawa, Ontario, K1A 0R5  
Telephone: 613-296-9133  
E-mail address: [pam.munz@tpsgc-pwgsc.gc.ca](mailto:pam.munz@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:

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 and telephone number of the person responsible for:

**General Enquiries**

**Delivery Follow-up**

Name: \_\_\_\_\_

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Buyer ID - Id de l'acheteur  
hl662  
CCC No./N° CCC - FMS No./N° VME

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Telephone No.: \_\_\_\_\_  
Facsimile No.: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment - Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, DDP to destination, as specified in Annex "B" for a cost of \$ \_\_\_\_\_ CAD (*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 Terms of Payment

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

### 6.6.3 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

The Contractor must submit invoices in accordance with Section 10 of 2010A, General Conditions - Goods (Medium Complexity). 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.

### 6.8.2 SACC Manual Clauses

SACC Manual clause [A3060C](#) (2008-05-12) Canadian Content Certification

## 6.9 Applicable Laws

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

#### 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 supplemental general conditions 4013 Compliance with on-site measures, standing orders, policies, and rules detailed at Section 6.3.2;
- (c) the supplemental general conditions 4014 Suspension of the work detailed at Section 6.3.2;
- (d) the General Conditions 2010A (2020-05-28) Goods (Medium Complexity);
- (e) Annex A, Statement of Work;
- (f) Annex B Pricing;
- (g) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: " as clarified on \_\_\_\_\_ " or " as amended on \_\_\_\_\_ " and insert date(s) of clarification(s) or amendment(s)*)

#### 6.11 SACC Manual Clauses

The following terms and conditions are incorporated herein

SACC Reference	Section	Date
G1005C	Insurance – No Specific Requirement	2016-01-28

#### 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"**

### **STATEMENT OF WORK**

#### **Reverse Osmosis Water Purification System**

##### **1.0 Background**

Analysis and Air Quality Section (AAQS) maintains a water purification system designed to supply laboratories with deionised water (DW) with a resistivity of > 18 MΩ·cm (Type 1 ASTM/CAP/CLSI specifications). The water purification system should fulfil the operational requirement of all AAQS laboratories, which support the department objective for maintaining and broadening our capacity to efficiently and effectively produce results that assess and support policies and regulations that protect the environment and minimize threats from air pollution.

Since 2010, the AAQS laboratories have used a water purification system, comprised of the Millipore Super-Q+ water polishing system and the Millipore RIOS 30 system, which are fitted to work with the existing 500L Water Storage and Distribution tank. Part of this system, the RIOS 30, is not working properly and needs to be replaced. In the near future (FY 2021-22), AAQS intends to upgrade the Water Storage and Distribution tank (over 20 years old) to a newer model with a capacity of at least 500 L, and better control of the water quality and quantity.

##### **2.0 Objective**

To procure a reverse osmosis (RO) water system able to generate purified water at a rate of at least 60 L/hr. The RO system must be connectable to the 500L water storage and distribution tank, from where the water passes through a Millipore, Super-Q Plus polishing system. As the operations of multiple laboratories are dependant on high purity water, the system must be reliable, robust and able to produce water quality that meets or exceeds that of currently used Millipore Rios 30 system.

##### **3.0 Reference Documents**

SOP 19.04/1.3/S "AAQS Water Purification System"

##### **4.0 Scope:**

The Analysis and Air Quality Section is planning to purchase a high throughput Reverse Osmosis System as a replacement of an older one. The contractor will provide the installation, validation of the instrument and a training on-site. This will ensure that the equipment will function as required (will meet the manufacturer's specifications) and the users will be familiarized with operation, routine maintenance, and basic applications for the instrumentation platform.

##### **5.0 Tasks:**

The Contractor must provide:

1. A System Layout drawing indicating arrangement of the equipment and required utilities (water, drain, electrical power) of the entire custom water system, including the existing Millipore Super Q+ Water polishing system and the water storage and distribution tank.
2. A high throughput Reverse Osmosis System including an activated carbon filter
3. All interconnecting control wiring labor & materials between skids and components within the

- confines of the system.
4. Labor for loading media, membranes, etc. at installation.
  5. Expendables such as chemicals, salt, etc. for initial startup.
  6. System startup.
  7. On-site operator training at completion of installation
  8. Field Service start-up report and sign-off form.

#### Optional Tasks

9. Validation (IQ/OQ) documents and services (if purchased).
10. The contractor able to offer for purchase, to the final owner of the system, service and preventative maintenance for the whole unit, including Millipore, Super-Q Plus polishing system, RO system **AND** storage and distribution water tank, after installation is completed.

### 6.0 Deliverables

The contractor shall provide and install a Reverse osmosis (RO) system **with the following performance requirements:**

1. The system must have a product flow rate of minimum 60 liters/hour, up to 1,200 liters/day.
2. The RO system must be capable of complete control of all system operating, monitoring, maintenance and alarm functions
3. System must be compatible to operate with the existing storage tank (500L) and in-line Millipore Super-Q+ water polishing system.
4. The RO system must be capable of controlling auxiliary equipment such as: distribution pump(s), UV lamp in the distribution system, alarms for pumps, water leak detector, tank level, distribution loop resistivity and water quality for bacteria monitor.
5. The system must use smart technology, which increases RO cartridge lifespan, reduces consumable waste and optimizes system uptime and reliability; it takes into account feed water quality (conductivity, temperature, hardness, alkalinity, CO<sub>2</sub>) to automatically optimize water recovery and reduce water consumption by up to 50%; it also provides constant flow and water recovery rates, regardless of feed water temperature.
6. The system Water Recovery must be adjustable based on feed water analysis.
7. The System must remove at least 95% of all ions and at least 99% of all dissolved organics (MW >200 Da), microorganisms and particles
8. The RO system must be capable of remote connection and 24/7 real time monitoring which can provide full monitoring of system performance with automatic history archiving of data
9. RO system must be a free-standing cabinet design.
10. Provide operating manuals in English (or something here about manuals/paperwork/etc)

#### Key Dates (after contract award):

- Submittal drawings/documents by Contractor to Customer (1-2 weeks)
- Equipment Delivery (6 to 8 weeks)
- Equipment Installation (8 to 9 weeks)
- Start-up and In-service Training (8 to 9 weeks)

### 7.0 Contractor and/or Government Supplied Material

**Contractor will provide:**

1. At least one set of user-exchanged cartridges:
  - Activated carbon, hardness sequestering agent and depth filtration, (nominal 0.5 micron),

- 
- integrated into RO system.
2. One make-up reverse osmosis water purification system (technical specifications described in Section 6.0).
  3. A System Layout drawing indicating arrangement of the equipment and required utilities (water, drain, electrical power)
  4. Interconnecting piping on pre-treatment and make-up systems using pressure-rated tubing.
  5. Installation, Start-up, and primary user training

**Contractor will not provide (supplied by the Government):**

1. Distribution Equipment (already existing)
2. A required New 24 VDC motor starter include for distribution pump control (To be installed prior to installation of unit by facility management)
3. Distribution loop piping (already existing)
4. Equipment tie-downs and seismic calculations not included in the water system scope
5. Millipore Super-Q+ water polishing system (already existing)
6. Water storage and distribution tank (already existing)

**8.0 Official Languages**

All work will be communicated in English, which is the preferred language of all required staff.

**9.0 Work Location**

Particulate Characterization Unit, AAQS, AQRD, STB, ECCC  
335 River Road, Ottawa, ON, K1A 0H3

**10.0 Travel**

Travel is not required to perform the Work.

**11.0 Sustainable Procurement Considerations**

Advanced RO technologies which:

- yield constant flow rates while reducing water consumption
- take into account feed water quality, (conductivity, temperature, hardness, alkalinity, CO<sub>2</sub>) to automatically optimize water recovery between 45% and 75% and reduce water consumption by up to 50% compared to other RO systems of similar throughput.

**12.0 Accessibility Considerations**

Not Applicable

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K8A21-220548/A  
Client Ref. No. - N° de réf. du client  
K8A21-220548

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hl662.K8A21-220548

Buyer ID - Id de l'acheteur  
hl662  
CCC No./N° CCC - FMS No./N° VME

## ANNEX "B"

### Pricing and Availability

Item No	Description	Unit of Issue	Quantity	Price
1	Reverse Osmosis Water Purifier as specified at Annex "A"	unit	1	
2	Validation (IQ/OQ) documents and services (OPTIONAL)	Lump sum	1	

### Travel and Living Expenses

There is no provision within the resulting contract for travel and living expenses.

Please complete the following:

Item No	Description	Yes	No
3	Ability to offer service and preventative maintenance for the whole unit, including Millipore, Super-Q Plus polishing system, RO system AND storage and distribution water tank, after installation is completed (OPTIONAL)		

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hl662  
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## **ANNEX "C" to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

*As indicated in Part 3, clause 3.1.2, the Bidder must identify which electronic payment instruments they are willing to accept for payment of invoices.*

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"**

**COVID-19 Vaccination Requirement Certification**

I, \_\_\_\_\_ (*first and last name*), as the representative of  
\_\_\_\_\_ (*name of business*) pursuant to  
\_\_\_\_\_ (*insert solicitation number*), warrant and certify that all  
personnel that \_\_\_\_\_ (*name of business*) will provide on the  
resulting Contract who access federal government workplaces where they may come into contact with  
public servants will be:

- (a) fully vaccinated against COVID-19 with Health Canada-approved COVID-19 vaccine(s); or
- (b) for personnel that are unable to be vaccinated due to a certified medical contraindication, religion or other prohibited grounds of discrimination under the *Canadian Human Rights Act*, subject to accommodation and mitigation measures that have been presented to and approved by Canada; until such time that Canada indicates that the vaccination requirements of the COVID-19 Vaccination Policy for Supplier Personnel are no longer in effect.

I certify that all personnel provided by \_\_\_\_\_ (*name of business*) have been notified of the vaccination requirements of the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel, and that the \_\_\_\_\_ (*name of business*) has certified to their compliance with this requirement.

I certify that the information provided is true as of the date indicated below and will continue to be true for the duration of the Contract. I understand that the certifications provided to Canada are subject to verification at all times. I also understand that Canada will declare a contractor in default, if a certification is found to be untrue, whether made knowingly or unknowingly, during the bid or contract period. Canada reserves the right to ask for additional information to verify the certifications. Failure to comply with any request or requirement imposed by Canada will constitute a default under the Contract.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_