



National Defence

National Defence Headquarters
Ottawa, Ontario
K1A 0K2

Défense nationale

Quartier général de la Défense nationale
Ottawa (Ontario)
K1A 0K2

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Proposal To: National Defence 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 and services listed herein and on any attached sheets at the price(s) set out therefore.

Proposition à : Défense nationale 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 et services énumérés ici et sur toute feuille ci-annexée, au(x) prix indique(s).

Comments - Commentaires

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

By e-mail to: - Par courriel au :
DLP53BidsReceiving.DAAT53Receptiondessoumissions@forces.gc.ca

Attention: - Attention :
Lyne Lafontaine DLP 5-1-2 / DAAT 5-1-2

Title - Sujet TOWED RUNWAY SWEEPER, 4.8 M - BALAYEUSE DE PISTE REMORQUÉE DE 4,8 M	
Solicitation No. N° de l'invitation W8476-226512/A	Date of Solicitation Date de l'invitation 13.12.2021
Address enquiries to: - Adresser toute demande de renseignements à : Lyne Lafontaine	
Telephone No. - N° de telephone Not available due to COVID-19 lockdowns	E-Mail Address - Courriel lyne.lafontaine@forces.gc.ca
Destination See herein - Voir aux présentes	

Instructions: Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.

Instructions : Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.

Delivery requested Livraison demandée See herein - Voir aux présentes	Delivery offered Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Person authorized to sign on behalf of Vendor/Firm (type or print): La personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie) :	
Name - Nom	Title - Titre
Signature	Date

Solicitation Closes - L'invitation prend fin At - à : 2:00 PM - 14:00 On - le : 24/01/2022 Time Zone - Fuseau Horaire : Eastern Daylight Time (EDT) Heure avancée de l'Est (HAE)
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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There are no Security Requirements associated with this bid solicitation.

1.2 Requirement

The Department of National Defence has a requirement to procure quantity three (3) Towed Runway Sweepers that are 4.8 metres in length in accordance with Annex A - Purchase Description for the Towed Runway Sweeper. The Towed Runway Sweepers will be used to clear the runways at Royal Canadian Air Force 19 Wing Comox, British Columbia, Canada.

1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders must 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 Phased Bid Compliance Process

The Phased Bid Compliance Process applies to this requirement.

1.5 COVID 19 vaccination requirements

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>) 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 and Services – Competitive Requirements, are incorporated by reference into and form part of the bid solicitation, with the following modifications:

- A. Section 02, Procurement Business Number is deleted in its entirety.
- B. Section 05, Submission of Bids – Subsection 3 is deleted.
- C. Section 05, Subsection 2.d. Submission of Bids, is deleted in its entirety and replaced with the following:

send its bid only to the location specified on page 1 of the bid solicitation or to the address specified in the bid solicitation.

Section 05, Subsection 4 Submission of Bids is amended as follows:

Delete: 60 days
Insert: 120 days

D. Section 06, Late Bids, is deleted in its entirety;

E. Section 07, Delayed Bids, is deleted in its entirety and replaced with the following:

It is the Bidder's responsibility to ensure that the Contracting Authority has received the entire submission. Misrouting or other electronic delivery issues resulting in late submission of bids will not be accepted.

F. Section 08, Transmission by Facsimile or by epost Connect, is deleted in its entirety.

G. Section 20, Further information, subsection 2, is deleted in its entirety.

2.2 Submission of Bids

A. Bids must be submitted only to the Department of National Defence (DND) by the date, time, and place indicated on page 1 of the bid solicitation.

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

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

2.2.1 Electronic Submissions

Individual e-mails that include certain scripts, formats, embedded macros and/or links, or those that exceed five (5) megabytes may be rejected by Canada's e-mail system and/or firewall(s) without notice to the Bidder or Contracting Authority. Larger bids must be submitted through more than one e-mail. Canada will confirm receipt of documents. It is the Bidder's responsibility to ensure that their entire submission has been received. Bidders must not assume that all documents have been received unless Canada confirms receipt of each document. In order to minimize the potential for technical issues, bidders must allow sufficient time before the closing date for time to confirm receipt. Bid documents submitted after the closing time and date will not be accepted.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 7 calendar days before the bid closing date. Enquiries received after that time will not be answered.

Bidders must reference the numbered item of the bid solicitation to which the enquiry relates. Care must 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 Improvement of Requirement during Solicitation Period

Should bidders consider that the specifications or Requirement contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least **10** days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Bidders must provide their bid in separately bound sections as follows:

- Section I: Technical Bid: 1 soft copy in PDF format by email;
- Section II: Financial Bid: 1 soft copy in PDF format by email;
- Section III: Certifications: 1 soft copy in PDF format by email; and
- Section IV: Additional Information: 1 soft copy in PDF format by email.

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

Bidders must follow the format instructions described below in the preparation of their bid:

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

3.2 Section I: Technical Bid

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

3.2.1 Substitutes and Alternatives

- A. Bidders may propose substitutes and alternatives where equivalent is indicated in Annex A – Product Description for the Towed Runway Sweeper, 4.8 meters ECC 167235.
- B. Substitutes and alternatives that are equivalent in form, fit, function, quality, and performance as detailed in Annex A – Product Description for the Towed Runway Sweeper, 4.8 meters ECC 167235, will be considered for acceptance where the Bidder:
- (i) Clearly identifies a substitute and/or an alternative;
 - (ii) Designates the brand name, model, and/or part number of the substitute, and/or the product, where applicable;
 - (iii) States that the substitute product is fully interchangeable with the item specified in the technical requirement description at Annex A;
 - (iv) Provides complete specifications and brochures;
 - (v) Provides compliance statements that include technical details showing the substitute and/or the alternative meet all technical requirements specified in the Annex A entitled Requirement; and
 - (vi) Clearly identifies those areas in the technical requirement description and in the brochures that support the substitute and/or the alternative compliance with the technical requirements.
- C. Substitutes and alternatives offered as equivalent in form, fit, function, quality, and performance will not be considered for acceptance by the Technical Authority if:
- (i) The bid fails to provide all of the information requested to allow the Technical Authority to fully evaluate the equivalency; or
 - (ii) The substitute and/or the alternative fails to meet, or fails to exceed, the technical requirements specified in the technical requirement description at Annex A.

3.3 Section II: Financial Bid

Bidders must submit their financial bid in accordance with the attachment 2 to Part 4 entitled Pricing Schedule.

Bidders must submit their financial bid as follows:

Bidders must submit firm prices, Delivered Duty Paid (DDP) at Royal Canadian Air Force 19 Wing Comox, British Columbia, Incoterms 2010, and Applicable Taxes excluded.

Bidders must bid on all items.

Bids must be submitted in Canadian dollars.

3.3.1 Electronic Payment of Invoices – Bid

- A. Bidders who are willing to accept payment of invoices by Electronic Payment Instruments, must complete the Attachment 1 to Part 3 entitled Electronic Payment Instruments, to identify which ones are acceptable.

- B. If the attachment to Part 3 entitled Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.
- C. Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.3.2 Exchange Rate Fluctuation C3011T (2013-11-06)

- A. 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.

3.4 Section III: Certifications

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

3.5 Section IV: Additional Information

- A. In Section IV of their bid, bidders must provide:
 - (i) A completed, signed, and dated Page 1 of this solicitation, or final amendment, as applicable;
 - (ii) The name of the person(s) and associated contact information (title, mailing address, phone number, and e-mail address) authorized by the Bidder to:
 - a) Enter into communications with Canada with regard to their bid, and any contract that may result from their bid;
 - b) Coordinate delivery and follow-up; and
 - c) Provide after sales service, maintenance, warranty repairs, and a full range of repair parts for the vehicle/equipment offered. The Bidder must show the distance between the delivery point and the authorized dealer and/or agent which should not be more than 150 kilometres.
 - (iii) Any other information submitted in the bid not already detailed.

3.5.1 Delivery Dates

Any delivery date(s) offered will not be included in the evaluation.

3.5.1.1 Firm Goods and/or Services

Delivery of the Firm Goods and/or Services is requested on or before nine (9) months from date of contract. If a longer delivery period is required, the Bidder must submit the best delivery that could be offered, in the form of either a fixed date or a period of time from contract award. Failure to submit a date or time period will be taken as acceptance of delivery within the requested timeframe.

3.5.1.2 Optional Goods and/or Services

Should an option be exercised for optional quantities, delivery of the Optional Goods and/or Services is requested nine (9) months from the date of the amendment. If a longer delivery period

is required, the Bidder must submit the best delivery that could be offered, in the form of a period of time from the date of the amendment. Failure to submit a time period will be taken as acceptance of delivery within the requested timeframe.

3.5.2 Warranty Period

3.5.2.1 Manufacturer's Standard Warranty Period

The Bidder must provide details of the manufacturer's standard warranty period for the equipment and components that exceeds the minimum warranty period of 12 months. Any additional manufacturer's standard warranty such as those derived from the Original Equipment Manufacturer (OEM) for components or subassemblies will form part of the proposed contract.

3.5.2.2 Extended Warranty Period

- A. The Bidder must indicate if an extended warranty period is being offered that exceeds the Manufacturer's Standard Warranty Period.
- B. If the Bidder indicates that an extended warranty period is being offered, the Bidder must provide details and pricing information of any extended warranty period available for the vehicle/equipment and any ancillary items.
- C. Any extended warranty period offered will not be included in the financial evaluation.

ATTACHMENT 1 TO PART 3 - ELECTRONIC PAYMENT INSTRUMENTS

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

- () Direct Deposit (Domestic and International);
- () Electronic Data Interchange (EDI); and
- () Wire Transfer (International Only).

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. Canada will use the Phased bid Compliance Process described below.

4.1.1 Phased Bid Compliance Process

4.1.1.1 (2018-07-19) General

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NONRESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE.

THE BIDDER ALSO ACKNOWLEDGES THAT IT'S RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared nonresponsive.

- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2018-05-22) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).
- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

4.1.1.2 (2018-03-13) Phase I: Financial Bid

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (b) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (c) For Bids other than those described in b), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- (d) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- (e) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.
- (f) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in

response to the Notice will replace, in full, only that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.

- (g) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (h) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

4.1.1.3 (2018-03-13) Phase II: Technical Bid

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion listed in Annex A – Product Description for the Towed Runway Sweeper, 4.8 meters ECC 167235. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or “CAR”) identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the “Remedy Period”) to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- (d) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.
- (e) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.

- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, only that part of the original Bid as is permitted in this Section.
- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase or decrease any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid.
- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

4.1.1.4 (2018-03-13) Phase III: Final Evaluation of the Bid

- (a) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

4.1.2 Technical Evaluation

Mandatory technical evaluation criteria are included in the attachment 1 to Part 4 entitled Evaluation Criteria.

4.1.3 Financial Evaluation

4.1.3.1 Firm Goods

The price of the bid will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) destination, Incoterms 2010, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

4.1.3.2 Optional Goods and/or Services

The price of the bid will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) destination (Shipping Costs in accordance Attachment 2 to Part 4 – Pricing Schedule), Incoterms 2010, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

4.2 Basis of Selection – Lowest Evaluated Price, Mandatory Technical Criteria

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

ATTACHMENT 1 TO PART 4 – EVALUATION CRITERIA

Technical Evaluation Matrix

Bidder Information

Bidder Name: _____

Proposal Date: _____

Proposed Make and Model: _____

Technical Mandatory Criteria				
PD Reference	PD Requirement	Bid Evaluation Requirement	Location in Bid Proposal	Comments
3.4.1	a) The sweeper, at GVWR, must sustain a transport speed of 50 km/h.	Substantive Information		
3.4.1	b) The sweeper must operate at speeds of up to 40 km/h through a minimum snow density of 240 kg/m ³ .	Substantive Information		
3.9.1	a) A runway broom with a minimum length of 4.8 m must be installed on the sweeper.	Substantive Information		
3.9.1	b) The broom must have a variable angle of travel of at least 30 degrees in either direction from the straight ahead position.	Substantive Information		
3.9.2	a) The sweeper must be provided with a blower with an outlet flow rate of at least 566 cu. M/min (20,000 CFM).	Substantive information		

ATTACHMENT 2 TO PART 4 - PRICING SCHEDULE

1. General

- A. Bidders must submit a Firm Unit Price for each Item.
- B. Bidders are requested to complete the following Pricing Schedule and include it in the bid.
- C. All prices and costs must be submitted in Canadian Dollars, Canadian customs duties and excise taxes included, Applicable Taxes are extra.

2. Firm Goods and/or Services

2.1 Towed Runway Sweepers – 4.8 meters/ Integrated Logistic Support

- A. The Firm Unit Prices include three (3) Towed Runway Sweepers as per Annex A – Product Description for the Towed Runway Sweeper, 4.8 meters ECC 167235, Delivered Duty Paid (DDP) specified Delivery Point, Incoterms 2010:

Item Description	Delivery Point	Quantity Required (A)	Firm Unit Price (B)	Sub-Total (C = A x B)
Towed Runway Sweepers	Royal Canadian Air Force 19 Wing Comox, Major Equipment Section, Comox, British Columbia, VOR 2K0, Canada	3	\$	\$
Integrated Logistic Support	Royal Canadian Air Force 19 Wing Comox, Major Equipment Section, Comox, British Columbia, VOR 2K0, Canada Annex A - Purchase Description reference: 4.1 to 4.4	1	\$	\$

Total (D = sum C)	\$
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2.2 Operator/Maintenance Training

- A. The Firm Unit Prices includes Operating and Maintenance Training expenses as per Annex A, Purchase Description:

Item Description	Delivery Point	Quantity Required (E)	Firm Unit Price (F)	Sub-Total (G = E x F)
Operating Training (English)	Royal Canadian Air Force 19 Wing Comox, Major Equipment Section, Comox, British Columbia, VOR 2K0, Canada Annex A – Purchase Description Reference: 4.5.1	1	\$	\$
Maintenance Training (English)	Royal Canadian Air Force 19 Wing Comox, Major Equipment Section, Comox, British Columbia, VOR 2K0, Canada Annex A – Purchase Description Reference: 4.5.3	1	\$	\$

Operating Training (French)	Royal Canadian Air Force 19 Wing Comox, Major Equipment Section, Comox, British Columbia, VOR 2K0, Canada Annex A – Purchase Description Reference: 4.5.1	1	\$	\$
Maintenance Training (French)	Royal Canadian Air Force 19 Wing Comox, Major Equipment Section, Comox, British Columbia, VOR 2K0, Canada Annex A – Purchase Description Reference: 4.5.1	1	\$	\$

Total (H = sum G)	\$
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3. Optional Goods

3.1 Towed Runway Sweeper – 4.8 meters

- A. The Firm Unit Price includes quantity three (3) Towed Runway Sweeper as per Annex A, Requirement, Delivered Duty Paid (DDP) destination (Shipping Costs excluded in accordance with (Attachment 2 to Part 4-Pricing Schedule) Incoterms 2010:

Item Description	Delivery Point	Optional Quantity Required (I)	Firm Unit Price (J)	Sub-Total (K = I x J)
Towed Runway Sweeper	Royal Canadian Air Force Wing	3	\$	\$

3.2 Operator/Maintenance Training (Options)

- A. The Firm Unit Price for Operating and Maintenance Training, as per Annex A, Purchase Description:

Item	Delivery Point	Quantity of Optional Items (L)	Firm Unit Price (M)	Sub-Total (N = L x M)
Operating Training (English)	Royal Canadian Air Force	1	\$	\$
Maintenance Training (English)	Royal Canadian Air Force	1	\$	\$
Operating Training (French)	Royal Canadian Air Force	1	\$	\$
Maintenance Training (French)	Royal Canadian Air Force	1	\$	\$

Total (O = sum N)	\$
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4. Price of the Bid

Grand Total (P = D + H + K + O)	\$
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Shipping Costs for optional goods

- A. The Contractor will be reimbursed for the actual shipping costs of the following Item(s) from the Contractor's Canadian facility or Contractor's Canadian distribution point to the specified Delivery Point(s) without any allowance for profit and/or administrative overhead:

Item Description	Delivery Point	Quantity and Type of Optional Items	Firm Unit Price
Towed Runway Sweeper (4.8m)	Location to be specified at the time of Contract amendment	Quantity number of items to be inserted at the time of Contract amendment	Cost to be detailed at the time of Contract amendment

Travel and Living Expenses - National Joint Council Travel Directive - Instructions and Training

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, and private vehicle allowances specified in Appendices B, C and D of the [National Joint Council Travel Directive \(http://www.njc-cnm.gc.ca/directive/d10/en\)](http://www.njc-cnm.gc.ca/directive/d10/en), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

All travel must have the prior authorization of the Technical Authority.

All payments are subject to government audit.

Estimated Cost: Cost to be detailed at the time of contract amendment to exercise the options.

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 otherwise specified, 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 has 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 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, 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.

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: _____

Optional

For data purposes only, initial below if your business already has its own mandatory vaccination policy or requirements for employees in place. Initialing below **is not** a substitute for completing the mandatory certification above.

Initials: _____

Information you provide on this Certification Form and in accordance with the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel will be protected, used, stored and disclosed in accordance with the Privacy Act. Please note that you have a right to access and correct any information on your file, and you have a right to file a complaint with the Office of the Privacy Commissioner regarding the handling of your personal information. These rights also apply to all individuals who are deemed to be personnel for the purpose for the Contract and who require access to federal government workplaces where they may come into contact with public servants.

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 *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](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?_ga=1.229006812.1158694905.1413548969#afed) website (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?_ga=1.229006812.1158694905.1413548969#afed).

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 Product Conformance

The Bidder certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the contract, to all technical specifications of Annex A – Product Description for the Towed Runway Sweeper, 4.8 meters ECC 167235. This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

Signature of Bidder's Authorized Representative

Date

5.2.4 ISO 9001:2015 Quality Management Systems (Quality Assurance Code Q)

The Bidder certifies that it complies, and will continue to comply throughout the duration of the contract, with all of the requirements of the article in Part 6 entitled ISO 9001:2015 Quality Management Systems (Quality Assurance Code Q).

Signature of Bidder's Authorized Representative

Date

PART 6 - RESULTING CONTRACT CLAUSES

6.1 Security Requirements

There is no security requirement applicable to this Contract.

6.2 Requirement

The contractor must provide quantity three (3) Towed Runway Sweepers and all the Integrated Logistics Support deliverables in accordance with the Requirement at Annex A – Product Description for the Towed Runway Sweeper, 4.8 meters ECC 167235.

6.2.1 Technical Changes, Substitutes, and Alternatives

Any technical changes, substitutes and/or alternatives proposed by the Contractor must be evaluated for acceptance by the Technical Authority. Any substitutes and/or alternatives must be equivalent in form, fit, function, quality, and performance to what is being replaced and must be at no additional cost to Canada. Substitutes and/or alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A contract amendment or a completed Design Change/Deviation form will be issued.

Should the Technical Authority not accept the substitute and/or the alternative and the Contractor is unable to meet the technical requirement, Canada may terminate the contract for default in accordance with the general conditions stated in the contract.

6.2.2 Optional Goods and/or Services – A0070C (2007-11-30)

The contractor grants to Canada the irrevocable option to acquire the goods, services, or both described at Annex A – Product Description for the Towed Runway Sweeper, 4.8 meters ECC 167235, 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.

Upon request, the Contractor must submit a quote for the shipping costs of the optional goods in the quantity and destination specified by the Contracting Authority. Canada reserves the right to negotiate the price.

The Contracting Authority may exercise the option within twenty-four (24) months after contract award sending a written notice to the Contractor.

The Contractor must advise the Technical Authority/ and the Contracting Authority of any design updates that could affect the procurement of additional equipment/vehicles.

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, with the following modification:

- (i) Article 01, Interpretation, definition of "Canada", "Crown", "Her Majesty" or "the Government", is deleted in its entirety and replaced with the following:

"Canada", "Crown", "Her Majesty" or "the Government" means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister.

- (ii) Article 09, Warranty, subsections 1 and 2 are deleted in their entirety and replaced with the following:
 - 1. Despite inspection and acceptance of the Work by or on behalf of Canada and without restricting any provisions of the Contract or any condition, warranty or provision imposed by law, the Contractor, if requested by Canada to do so, must replace, repair or correct, at its own option and expense any work that becomes defective or fails to conform to the requirements of the Contract, where applicable. The warranty period will be [time period to be detailed in the resulting contract], or [operation period to be detailed in the resulting contract] of usage, whichever comes first, after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.

 - 2. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

All other provisions of the warranty section remain in effect.

6.4 Term of Contract

6.4.1 Delivery Date

- A. All the deliverables must be received on or before the date(s) specified in Annex A of the Contract.

- B. The Contractor must deliver the goods by appointment only. The Contractor is responsible for contacting the Technical Authority in advance of shipping to obtain the contact information for the delivery point(s). The Contractor or its carrier must arrange delivery appointments by contacting the delivery point(s). The consignee(s) may refuse shipments when prior arrangements have not been made. When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable to pay for additional costs.

6.4.2 Delivery Points

- A. Delivery of the requirement must be made to delivery point(s) specified at Annex A of the Contract.
- B. The Contractor must deliver the goods by appointment only. The Contractor is responsible for contacting the Technical Authority in advance of shipping to obtain the contact information for the delivery point(s). The Contractor or its carrier must arrange delivery appointments by contacting the delivery point(s). The consignee(s) may refuse shipments when prior arrangements have not been made. When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable to pay for additional costs.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Lyne Lafontaine
Title: DLP 5-1-2
Address: Department of National Defence
Assistant Deputy Minister (Materiel)
Directorate: Directorate of Land Procurement (DLP 5-1)
101 Colonel By Dr.,
Ottawa, Ontario, CA K1A 0K2
Telephone: (819) 939-0842
E-mail address: lyne.lafontaine@forces.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

Contact information will be detailed in the resulting contract.

The Technical Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____
Telephone: _____
E-mail address: _____

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

6.5.3 Quality Assurance Authority

Contact information will be detailed in the resulting contract.
The National Defence Quality Assurance Authority is:

Name: DQA/Contract Administration
Address: National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa (ON) K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca.

DQA is the Quality Assurance Authority of the Department of National Defence for whom the work is being carried out under this Contract. DQA is responsible to monitor the Supplier's Quality Management System to provide confidence that the Supplier has the ability to fulfill the quality requirements in the contract.

6.5.4 Contractor's Representative

Contact information will be detailed in the resulting contract.

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

Telephone: _____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

6.6.1.1 Firm Unit Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price, as specified in Attachment 2 to Part 4 – Pricing Schedule for a cost of \$[amount to be detailed in the resulting contract]. Customs duties are included and Applicable Taxes are extra.

6.6.1.2 Cost reimbursable – Limitation of expenditure

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work, and profit, in accordance with the Basis of payment in Attachment 2 to Part 4 – Pricing Schedule, to a limitation of expenditure of \$[amount to be detailed in the resulting contract]. Customs duties are included and Applicable Taxes are extra.

6.6.2 Limitation of Price

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.

6.6.3 Method of Payment

6.6.3.1 Multiple Payments – H1001C (2008-05-12)

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:

- (i) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (ii) all such documents have been verified by Canada; and
- (iii) the Work delivered has been accepted by Canada.

6.6.4 Electronic Payment of Invoices - Contract

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

List to be updated in the resulting contract

- (i) Direct Deposit (Domestic and International);
- (ii) Electronic Data Interchange (EDI);
- (iii) Wire Transfer (International Only);

6.7 Invoicing

6.7.1 Invoicing Instructions

A. 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.

B. Each invoice must contain or be supported by the applicable documents:

- (i) The serial number(s), or a copy of the New Vehicle Information Statement (NVIS) containing the Vehicle Identification Number(s) (VIN);
- (ii) A copy of proof(s) of training;
- (iii) A copy of the release document and any other documents as specified in the Contract;
- (iv) Original copies of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses for optional quantities only;
- (v) A copy of invoices or receipts for Shipping Costs for optional quantities only; and
- (vi) A description of the Work delivered;

C. Invoices must be distributed as follows:

- (i) By submitting a .pdf copy, the Contractor certifies that the .pdf copy of each invoice will be considered as the original invoice. In addition, the Contractor must indicate the contract number and name of the Contracting Authority in its covering e-mail.
- (ii) The invoice along with any required supporting documentation must be forwarded to the Contracting Authority for certification and payment at:

Email: [email to be detailed in the resulting contract]

6.7.2 Holdback Invoicing Instructions

Canada will apply a ten (10) percent holdback on any due payment for the vehicle/equipment/service until delivery, inspection and acceptance of all ancillary items related to such vehicle/equipment/service. Subsequent to delivery, inspection and acceptance of all ancillary items related to such vehicle/equipment/service the Contractor must submit an invoice for the release of the Holdback in accordance with "Invoicing Instructions" found in this contract.

6.8 Certifications

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 Ontario.

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.

- (a) Articles of Agreement;
- (b) General Conditions 2010A (2021-12-02), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Annex A – Product Description for the Towed Runway Sweeper, 4.8 meters ECC 167235;
- (d) Attachment 2 to Part 4 – Pricing Schedule, Basis of Payment; and
- (e) Contractor's Bid.

6.11 Defence Contract – A9006C (2012-07-16)

The Contract is a defence contract within the meaning of the *Defence Production Act*, R.S.C. 1985, c. D-1 (<http://laws-lois.justice.gc.ca/eng/acts/d-1/>), and must be governed accordingly.

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

6.12 Insurance – No Specific Requirement

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

6.13 Inspection and Acceptance – D5328C (2014-06-26)

The Technical 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 Requirement 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.

6.14 Post-Contract Award Meeting

Within 10 days of the date of Contract, the Contractor must contact the Contracting Authority to determine if a post-contract award meeting is required. A meeting will be convened at the discretion of the Contracting Authority to review technical and contractual requirements. The Contractor must prepare and distribute the minutes of the meeting within 5 calendar days after the completion of the meeting to the Contracting Authority and Technical Authority listed in Para 6.5.2. The meeting will be held at the Contractor's facility or via teleconference at Canada's discretion at no additional cost to Canada, with representatives of the Contractor and the Department of National Defence.

6.15 ISO 9001:2015 Quality Management Systems - Requirements (Quality Assurance Code Q) – D5540C (2019-05-30)

In the performance of the Work described in the Contract, the Contractor must comply with the requirements of *ISO 9001:2015 - Quality management systems - Requirements*, published by the International Organization for Standardization (ISO), current edition at date of submission of Contractor's bid.

It is not intended that the Contractor be registered to ISO 9001; however, the Contractor's quality management system must address all requirements appropriate to the scope of the Work. Only exclusions in accordance with clause 1.2 of ISO 9001 are acceptable.

6.15.1 Assistance for Government Quality Assurance (GQA)

The Contractor must provide the Quality Assurance Representative (QAR) with the accommodation and facilities required for the proper accomplishment of GQA and must provide any assistance required by the QAR for evaluation, verification, validation, documentation or release of product.

The QAR must have the right of access to any area of the Contractor's or subcontractor's facilities where any part of the Work is being performed. The QAR must be afforded unrestricted opportunity to evaluate and verify Contractor conformity with quality system procedures and to validate product conformity with the requirements of the Contract. The Contractor must make available for reasonable use by the QAR

the equipment necessary for all validation purposes. Contractor personnel must be made available for operation of such equipment as required.

When the QAR determines that GQA is required at a subcontractor's facilities, the Contractor must provide for this in the purchasing document and forward copies to the QAR, together with relevant technical data as the QAR may request.

The Contractor must notify the QAR of non-conforming product received from a subcontractor when the product has been subject to GQA.

For the design, development or maintenance of software, the Contractor must interpret the requirements of *ISO 9001:2015 "Quality management systems - Requirements"*, according to the guidelines of the latest issue (at contract date) of *ISO/IEC 90003:2014 "Software engineering - Guidelines for the application of ISO 9001:2008 to computer software"*.

One of the following options will be inserted in the resulting contract, as applicable:

Option 1: When the contract is to be with a Canadian-based supplier; or

6.16 Quality assurance authority (Department of National Defence): Canadian-based contractor – D5510C (2017-08-17)

All work is subject to Government Quality Assurance performed at the Contractor's or subcontractor's facility, and at the installation site, by the Director of Quality Assurance, or its designated Quality Assurance Representative (QAR):

Director of Quality Assurance (DQA)
National Defence Headquarters
MGen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca

Within 48 hours of contract award, the Contractor must contact the QAR. The name, location and phone number of the QAR can be obtained from the nearest National Defence Quality Assurance Region (NDQAR) listed below:

Atlantic - Halifax: 902-427-7224 or 902-427-7150
Quebec - Montreal: 514-732-4401 or 514-732-4477
Quebec - Quebec City: 418-694-5996
National Capital Region - Ottawa: 819-939-8605 or 819-939-8608
Ontario - Toronto: 416-635-4404, ext. 6081 or 2754
Ontario - London: 519-964-5757
Manitoba/Saskatchewan - Winnipeg: 204-833-2500, ext. 6574
Alberta - Calgary: 403-410-2320, ext. 3830
Alberta - Edmonton: 780-973-4011, ext. 2276
British Columbia - Vancouver: 604-225-2520, ext. 2460
British Columbia - Victoria: 250-363-5662

The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the material or services provided conform to the requirements of the Contract.

The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the

Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.

Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for three years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

Option 2: When the contract is to be with a foreign-based supplier.

6.16.1 Quality Assurance Authority (Department of National Defence): Foreign-based and United States Contractor – D5515C (2010-01-11)

All work is subject to Government Quality Assurance performed at the Contractor's or subcontractor's facility, and at the installation site, by the Director of Quality Assurance, or its designated Quality Assurance Representative (QAR).

Director of Quality Assurance
National Defence Headquarters
Major-General George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca

If the Contractor has not been contacted by the QAR performing GQA in the Contractor's facility or area within 45 working days of award of the Contract, the Contractor must notify the Contracting Authority.

Where no official arrangements for mutual GQA have been concluded, the Department of National Defence will arrange for the GQA services to be conducted by a National Quality Assurance Authority acceptable to the Director of Quality Assurance. If the GQA services must be provided on a cost-recovery basis, the costs for the services must be accrued against the Contract and be discharged through separate invoicing.

The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the materiel or services provided conform to the requirements of the Contract.

The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.

Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for 3 years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

One of the following options will be inserted in the resulting contract, as applicable.

Option 1: When the contract is to be with a Canadian-based supplier; or

6.17 Release Document (Department of National Defence): Canadian-based Contractor – D5606C (2017-11-28)

Unless otherwise directed by the Department of National Defence (DND) Quality Assurance Authority, the signature of the DND Quality Assurance Representative on the release document is not required.

Material must be released for shipment using either DND form CF 1280, Certificate of Release, Inspection and Acceptance, or a release document containing the same information. The Contractor must prepare the release document(s).

For return of repair and overhaul material to the Defence Supply Chain, use forms DND 2227/DND 2228 in lieu of DND form CF 1280.

Option 2: When the contract is to be with a United States-based supplier; or

6.17.1 Release Document (Department of National Defence): United States-Based Contractor – D5605C (2010-01-11)

Material must be released for shipment using a DD Form 250, Material Inspection and Receiving Report, or a release document containing the same information and acceptable to the Quality Assurance Representative. The Contractor must prepare the release document(s).

Option 3: When the contract is to be with a foreign-based supplier.

6.17.2 Release Document (Department of National Defence): Foreign-Based Contractor – D5604C (2008-12-12)

Material must be released for shipment using a Certificate of Conformity in accordance with NATO STANAG 4107 which must be prepared by the Contractor.

6.18 Release Documents - Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- (i) 1 copy mailed to consignee marked: "Attention: Receipts Officer";
- (ii) 2 copies with shipment (in a waterproof envelope) to the consignee;
- (iii) 1 copy to the Contracting Authority;
- (iv) 1 copy to:

National Defence Headquarters
MGen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A OK2
Attention: **Contact information to be detailed in the resulting contract**

- (v) 1 copy to the Quality Assurance Representative;
- (vi) 1 copy to the Contractor; and
- (vii) For all non-Canadian contractors, 1 copy to:

DQA/Contract Administration
National Defence Headquarters
MGen George R. Pearkes Building
101 Colonel By Drive

Ottawa, Ontario K1A OK2

E-mail: ContractAdmin.DQA@forces.gc.ca

6.19 Material

Material supplied must be new unused and of current production by manufacturer.

6.20 Interchangeability

Unless changes during the production run are authorized by the Contracting Authority, all vehicles/equipment supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

6.21 Wood packaging materials – D2025C (2017-08-17)

All wood packaging materials used in shipping must conform to the [International Standards for Phytosanitary Measures No. 15: Regulation of Wood Packaging Material in International Trade \(ISPM 15\)](https://www.ippc.int/en/core-activities/standards-setting/ispm/15) (<https://www.ippc.int/en/core-activities/standards-setting/ispm/>).

Pertinent additional information on Canada's import and export programs is provided in the following Canadian Food Inspection Agency policy directives:

D-98-08 - [Entry Requirements for Wood Packaging Materials Produced in All Areas Other Than the Continental United States](http://www.inspection.gc.ca/plants/plant-protection/directives/forestry/d-98-08/eng/1323963831423/1323964135993) (<http://www.inspection.gc.ca/plants/plant-protection/directives/forestry/d-98-08/eng/1323963831423/1323964135993>); and

D-13-01 - [Canadian Heat Treated Wood Products Certification Program \(HT Program\)](http://www.inspection.gc.ca/plants/forestry/exports/ht-program/eng/1319462565070/1319462677967) (<http://www.inspection.gc.ca/plants/forestry/exports/ht-program/eng/1319462565070/1319462677967>)

6.22 Preparation for Delivery

The equipment must be serviced, adjusted, and delivered in condition for immediate use. The equipment must be cleaned before leaving the factory and being released to Inspection Authority or consignee personnel at the final delivery point.

6.23 Tools and Loose Equipment

For shipment verification, all items and tools, which are shipped loose with the vehicle or equipment must be listed on the Inspection Certificate (CF1280) or on an attached packing note.

6.24 Delivery and Unloading

Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility.

When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel.

At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel.

6.25 Incomplete Assemblies – D9002C (2007-11-30)

The Contractor must not ship incomplete assemblies unless the authorization for such shipment has been obtained from the Contracting Authority.

6.26 Work Site Access – A1009C (2008-05-12)

Authorized representatives of Canada must have access to any site where any part of the Work is being carried out at any time during working hours to make examinations and such tests of the Work as they may think fit.

6.27 Canadian Forces Site Regulations – A9062C (2011-05-16)

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

6.28 Marking – D2000C (2007-11-30)

The Contractor must ensure that the manufacturer's name and part number are clearly stamped or etched on each item for positive identification purposes.

6.29 Labelling – D2001C (2007-11-30)

The Contractor must ensure that the manufacturer's numbers and specification numbers appear on each item, either printed on the container or on an adhesive label of highest commercial standard affixed to the container.

6.30 Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to subsection 22.1 (1) of the Department of Public Works and Government Services Act will, on request of a party, provide a proposal for an alternative dispute resolution process to resolve any dispute arising between the parties respecting the interpretation or application of a term or condition of this contract. The parties may consent to participate in the proposed alternative dispute resolution process and to bear the cost of such process. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

6.31 Progress Reports

The Contractor must submit monthly reports, in electronic format, on the progress of the Work, to both the Technical Authority and the Contracting Authority.

Each progress report must address the following questions:

- a) Is the delivery on schedule?

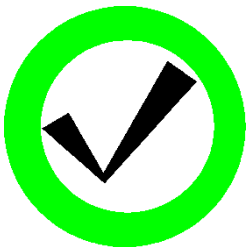
- b) Is the Contract free of any areas of concern in which the assistance or guidance of Canada may be required?
- c) Each negative response must be supported with an explanation.

Annex A – Purchase Description for the Towed Runway Sweeper, 4.8 metre ECC 167235

ANNEX A

**PURCHASE DESCRIPTION
FOR**

**Towed Runway Sweeper, 4.8 metre
ECC 167235**



NOTICE

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

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1.0 **SCOPE**

1.1 **Scope**

- a) This Purchase Description describes the requirements for a 4.8 m towed broom sweeper intended to clear runways at Royal Canadian Air Force Wings across Canada.

1.2 **Instructions**

- a) Requirements, which are identified by the word "**must**", are mandatory. Deviations will not be permitted.
- b) Requirements identified with a "will" define actions to be performed by Canada and require no action or obligation on the Contractor's part.
- c) Where "**must**" or "will" are not used, the information supplied is for guidance only.
- d) In this document "provided" **must** mean "provided and installed".
- e) Where a technical certification is referred to in this specification, a copy of the certification or an acceptable Proof of Compliance **must** be supplied for the sweeper when requested by the Technical Authority.
- f) Metric measurements are used to define the requirement. Other measurements are for reference only and may not be exact conversions.
- g) Nominal dimensions reflect a method by which materials or products are generally identified, but which differ from the actual measured dimensions.

1.3 **Definitions**

- a) "**Equivalent**" - Substitutes and alternatives that are equivalent in product, performance or a standard will be considered for acceptance by the Technical Authority where Proof of Compliance for equivalency for the respective requirement is provided for evaluation.
- b) "**Sweeper**" – The entire trailer including all systems and sub-systems, in a complete manufactured state in accordance with the requirements in this Purchase Description.
- c) "**5th percentile adult female**" – As defined in the *Motor Vehicle Safety Regulations (C.R.C., c. 1038)* a person having as physical characteristics a mass of 46.3 kg, height of 1499 mm, erect sitting height of 785 mm, normal sitting height of 752 mm, hip sitting breadth of 325 mm, hip sitting circumference of 925 mm, waist sitting circumference of 599 mm, chest depth of 191 mm, bust circumference of 775 mm, chest upper circumference of 757 mm, chest lower circumference of 676 mm, knee height of 455 mm, popliteal height of 356 mm, elbow rest height of 180 mm, thigh clearance height of 104 mm, buttock-to-knee length of 518 mm, buttock-to-poples length of 432 mm, elbow-to-elbow breadth of 312 mm and seat breadth of 312 mm.
- d) "**95th percentile adult male**" – As defined in the *Motor Vehicle Safety Regulations (C.R.C., c. 1038)* a person having as physical characteristics a mass of 97.5 kg, height of 1849 mm, erect sitting height of 965 mm, normal sitting height of 930 mm, hip sitting breadth of 419 mm, hip sitting circumference of 1199 mm, waist sitting circumference of 1080 mm, chest depth of 267 mm, chest circumference of 1130 mm, knee height of 594 mm, popliteal height of 490 mm, elbow rest height

of 295 mm, thigh clearance height of 175 mm, buttock-to-knee length of 640 mm, buttock-to-poples length of 549 mm, elbow-to-elbow breadth of 506 mm and seat breadth of 404 mm.

- e) **“Gross Axle Weight Rating (GAWR)”** - The value specified by the vehicle manufacturer as the load-carrying capacity of a single axle system, as measured at the tire-ground interfaces.
- f) **“Gross Vehicle Weight Rating (GVWR)”** - The value specified by the vehicle manufacturer as the loaded weight of a single vehicle.

2.0 **APPLICABLE DOCUMENTS**

2.1 **Applicable Documents**

- a) The following documents form part of this Purchase Description. Canada will not be supplying these documents. Sources are as shown:

Canadian Occupational Health and Safety Regulations (COHSR)

Yearbook - Tire and Rim Association Inc.

CAN/CGSB 3.517 - Diesel Fuel

Advisory Circulars 300 Series – Aerodromes and Airports (for additional information and guidance only)

3.0 **REQUIREMENTS**

3.1 **Standard Design**

- a) **Latest Model** - The sweeper **must** be the manufacturer's latest model.
- b) **Industry Acceptability** - The sweeper design **must** have demonstrated industry acceptability by having been manufactured and sold commercially for at least 2 years, or be manufactured by a company that has at least 5 years of experience in design and manufacturing of a comparable type of equipment of equivalent or greater complexity.
- c) **Engineering Certification** - Original manufacturers engineering certification **must** be provided upon request for major drive train components, and major equipment systems and assemblies, to demonstrate that assemblies are used within their design limitations.
- d) **Regulations** – The sweeper **must** conform to all applicable laws, regulations and industrial standards governing manufacture, safety, noise levels and pollution in effect in Canada at the time of manufacture. International equivalent laws, regulations, and industrial standards will be accepted only if certified for equivalency by a professional engineer.
- e) **Published Ratings** - The sweeper **must** have system and component capacities equivalent to published ratings (i.e. product or component brochures).
- f) **Standard Components** - The sweeper **must** include all standard components, equipment and accessories for the model offered, although they may not be specifically described in this Purchase Description.

- g) **Spare Parts** - The manufacturer **must** select components readily available for a minimum period of 10 years from the date of manufacture.
- h) **Measurements** – Values for labels and indicators provided with equipment **must** be presented in metric units, or **must** have both imperial and metric units with metric dominant.
- i) **Foreign Object Debris (FOD)** - To prevent FOD, all loose metal parts **must** be securely attached to the vehicle with wire lanyards. If removable panels are provided, they **must** be attached with captive fasteners.

3.2 Operating Conditions

3.2.1 Weather

- a) The sweeper **must** operate under the extremes of weather conditions found in Canada in temperatures ranging from -40 to 37° C (-40 to 99° F) and cold starting from -40°C (-40°F) with external aids as specified in Paragraph 3.7.2.

3.2.2 Terrain

- a) The sweeper **must** operate on concrete and asphalt surfaces that include year-round operations on rain, snow, hard packed snow, wet snow and ice, with up to 2.0% (percent) slope in all weather conditions.

3.3 Safety Standards

3.3.1 Human Factors Engineering The sweeper, all systems, and components **must** comply with the relevant sections of the COHSR.

- b) The sweeper **must** be manufactured for safety and ease of use by CAF users with anthropometric characteristic measurements ranging from 95th percentile male to 5th percentile female.
- c) The sweeper **must** be equipped with handles and steps sized and positioned to accommodate CAF users with anthropometric characteristic measurements ranging from 95th percentile male to 5th percentile female.
- d) The sweeper **must** be equipped, with warning and instruction plates, non-slip walking surfaces and heat shields, for operator safety.

3.4 Sweeper Performance, Ratings and Dimensions

3.4.1 Performance

- a) The sweeper, at GVWR, **must** sustain a transport speed of 50 km/h.
- b) The sweeper **must** operate at speeds of up to 40 km/h through a minimum snow density of 240 kg/m³.
- c) The sweeper **must** have both an angle of approach and an angle of departure of at least 8 degrees.
- d) The sweeper **must** remove at least 80% of snow slush with a density of 640 kg/m³ to a depth of 13 mm.

3.4.2 Weight Ratings

- a) The total load on each axle of the sweeper **must** not exceed the GAWR for that axle.

3.5 Frame

- a) The sweeper **must** be equipped with a replaceable 50.8 mm kingpin connection for a fifth wheel.
- b) Two safety chains with hooks **must** be provided.
- c) Flexible air brake hoses with glad hand connectors **must** be provided.
- d) An electrical connector to connect to a prime mover **must** be provided.
- e) If required, a hydraulically activated, heavy duty landing gear **must** be provided.
- f) The switch to activate the landing gear **must** be provided at the landing gear.

3.6 Engine

- a) The engine **must** operate on ultra-low sulphur diesel fuel to the CAN/CGSB Standard 3.517.
- b) The engine **must** be in a weatherproof enclosure with maintenance access.

3.6.2 Engine Components

- a) A replaceable air filter(s) **must** be provided.
- b) A combustion air cleaning system **must** be provided, with an air cleaner restriction indicator visible to the operator.
- c) A full flow replaceable oil filter **must** be installed.
- d) An engine shutdown or de-rate system **must** be provided, including a visual warning indicator visible from the operator position.

3.6.3 Cold Weather Starting Aids

- a) A low temperature starting aid **must** be provided to meet the operating conditions specified in Paragraph 3.2
- b) A thermostatically controlled in-line fuel heater **must** be provided.
- c) A thermostatically controlled water separator/fuel filter **must** be provided to preheat diesel fuel prior to starting.
- d) A 110-volt engine block heater(s) **must** be provided
- e) A 110-volt battery heater(s) **must** be provided.
- f) The battery **must** be housed in an insulated battery box, blanket or heated enclosure.

- g) All cold weather aids **must** be connected with a cover-protected, external electrical power plug, powered through dedicated shoreline receptacles.
- h) The cold weather aid receptacles **must** be grouped together.

3.6.4 Exhaust System

- a) The exhaust system **must** prevent entry of rain.
- b) If a Diesel Particulate Filter (DPF) is used, there **must** be manual regeneration controls.

3.6.5 Fuel Tank

- a) If more than one fuel tank is used, separate fuel gauges **must** be provided

3.7 Braking System

- a) The sweeper **must** be equipped with air-actuated braking system on the main axle.
- b) The braking system **must** include brake housing dust shields on all wheels.

3.8 Wheels, Rims and Tires

- a) Tires and rims **must** be selected in accordance with the Tire and Rim Association Handbook.
- b) Tires **must** be tubeless, steel belted, radial ply construction, of the open type tread design.
- c) The wheels, tires and rims **must** include valve extensions for inner tires, if used, to allow for easy access.
- d) For each tire size provided, one full size spare tire assembly **must** be delivered with each sweeper.

3.9 Sweeper Requirements

3.9.1 Broom

- a) A runway broom with a minimum length of 4.8 m **must** be installed on the sweeper.
- b) The broom **must** have a variable angle of travel of at least 30 degrees in either direction from the straight-ahead position.
- c) A remote operated broom elevation mechanism for raising the broom during transport **must** be provided.
- d) The broom **must** have automatic pattern adjustment.
- e) The broom **must** be equipped with a minimum of two caster wheels with easily accessible grease fittings.
- f) The broom **must** be equipped with a spring-loaded, adjustable, friction brake to eliminate castor wheel shimmy at all speeds.
- g) The broom **must** be designed to prevent the accumulation of snow on the broom.

- h) The broom **must** be equipped with an adjustable, bolt-on stripper plate, if required.
- i) The broom **must** be provided with a broom cover that shields the upper half of the broom with an adjustable front snow deflector.
- j) The broom **must** be provided with a full set of flat 91.4 cm diameter wire brushes and spacers installed.
- k) The broom core **must** be 273 mm (10.75 in) diameter and be balanced.
- l) A spare broom core **must** be provided with each sweeper.
- m) A set of broom carts and special tools required to remove and install the broom **must** be provided with each sweeper.
- n) A means for the emergency raising of the broom in the event of a power failure **must** be provided.

3.9.2 Air Blast

- a) The sweeper **must** be provided with a blower with an outlet flow rate of at least 566 cu. m/min (20,000 CFM).
- b) The blower **must** be designed to clear runway lights.
- c) The blower airflow **must** automatically adjust to the height of the broom.

3.9.3 Accessories

- a) The sweeper **must** be equipped with a 4.5 kg (10 lb) ULC approved and rechargeable dry chemical fire extinguisher, type ABC 10G, equipped with a pressure gauge, service inspection tag, and accessible to the operator from ground level.
- b) The sweeper **must** have a licence plate holder at the rear with a LED light.

3.9.4 Remote Control

- a) A remote control box for the sweeper **must** be provided.
- b) The control box **must** have sufficient cable to reach from the sweeper to the cab of the prime mover. The length of the cable will be determined after contract award.
- c) A suitable mounting bracket or pedestal to secure the remote control **must** be provided to be installed in the prime mover cab.
- d) The control box **must** have a weatherproof enclosure.
- e) All controls, including lights, required to operate the sweeper **must** be provided.

3.10 Hydraulic System

- a) The sweeper **must** be equipped with a hydraulic system.
- b) Hydraulic oil cooler(s) **must** be provided.

- c) Hydraulic oil heater(s) **must** be provided.
- d) Hydraulic hoses **must** be grouped together and clearly identified.
- e) Clearly marked test ports **must** be provided.
- f) Hydraulic pressure test gauge with applicable fittings and hoses **must** be provided with each unit.

3.11 Automatic Lubrication System The sweeper **must** be equipped with a Groenveld auto-lubrication systems or equivalent.

- b) The system **must** include a grease reservoir, accessible for level checking and refilling.
- c) The grease reservoir(s) **must** be full on delivery.
- d) Grease level indicator(s) **must** be provided.
- e) An adjustable timer **must** be installed to control the greasing intervals.
- f) All grease points that are not serviced by the auto-lubrication system **must** be clearly identified.

3.12 Electrical System

- a) The sweeper **must** be equipped with 12-volt or 24-volt electrical systems.
- b) Wiring **must** be protected by insulating grommets, where passing through metal.
- c) Wiring **must** be marked, at a minimum, every 30.5 cm with a permanent identification.
- d) Heavy-duty, maintenance free batteries **must** be provided in an enclosure and secured in an accessible location.
- e) A master disconnect switch, accessible from the ground, **must** be provided.

3.13 Lighting

- a) The sweeper **must** be equipped with LED lights.
- b) Lights **must** be recessed or otherwise protected from damage with all components accessible for servicing.
- c) The sweeper **must** be equipped with minimum one roof mounted amber LED stroboscopic beacon light, mounted at the highest point, to allow for 360-degree visibility.
- d) At least two (2) adjustable work lights **must** be provided, to illuminate the front of the sweeper broom.
- e) At least two (2) work lights **must** be provided in the sweeper engine enclosure.
- f) Marker lights **must** be provided at each end of the broom head.

3.14 Controls

- a) Each control **must** be permanently marked to identify the function, in both English and French or international symbols as defined by SAE J1362.

3.15 Instruments

- a) Instruments **must** be metric and visible in all lighting conditions.
- b) An ammeter, voltmeter, or charging indicator **must** be provided.
- c) An engine coolant temperature indicator **must** be provided.
- d) An engine oil pressure indicator **must** be provided.
- e) An hour-meter with numeric display, which accurately records accumulated engine running time up to at least 9,999 hours **must** be provided.
- f) A fuel level indicator **must** be provided.
- g) An engine tachometer **must** be provided.
- h) Any other instruments required for the safe operation of the sweeper **must** be provided.

3.16 Paint

- a) All metal surfaces **must** be protected.
- b) The prime coating **must** be a high durability, corrosion resistant type, such as an epoxy.
- c) The colour **must** be AMS-STD-595A #13507 or equivalent.

3.17 Retroreflective Tape

- a) Retroreflective tape **must** be placed on all extremities of the sweeper to increase visibility on the airfield.

3.18 Corrosion Protection

- a) The sweeper **must** be designed and manufactured to prevent galvanic corrosion.
- b) The materials used in the sweeper manufacturing **must** resist damage or deterioration as a result of cleaning with hot or cold water, steam, or detergents.

3.19 Warning, Markings and Instruction Plates

- a) All identification, instructional, and warning labels **must** be in both English and French or International symbols defined in SAE J1362.
- b) All identification, instructional, and warning labels **must** within view of the operator.
- c) All gauges and controls and **must** be permanently labelled.

3.19.2 Sweeper Identification

- a) The sweeper identification information **must** be permanently affixed in a conspicuous and protected location.
- b) Identification information **must** include the manufacturer's name, model number, serial number, and model year.
- c) Identification information **must** include the GVWR and GAWR ratings.

4.0 INTEGRATED LOGISTIC SUPPORT (ILS)

4.1 Sweeper Manuals

- a) All manuals required for the description, operation, maintenance and repair of the complete equipment, including sub-systems, **must** be provided.
- b) The Government of Canada **must** reserve the right to translate and reproduce, for Government use only, all or any part of the publications supplied and delivered against the contract.

4.1.2 Operator's Manuals

- a) The operator's manuals **must** be in both English and French.
- b) The operator's manuals **must** include instructions for the safe operation of the sweeper.
- c) The operator's manuals **must** include daily operator maintenance instructions and checks (including lubrication).
- d) The operator's manuals **must** include safety warnings.

4.1.3 Parts Manual(s)

- a) The parts manual(s) **must** be in English (and French is desirable).
- b) The parts manual **must** have illustrations showing all components of the sweeper including equipment and accessories from other manufacturers that are supplied to meet the requirements of the contract, with numbers for the itemization of the parts.
- c) The parts manual **must** have a listing for all itemized parts showing the Original Equipment Manufacturers (OEM) part number, the part name and a brief description of the item.
- d) The parts manual **must** cross reference the OEM part number to the correct illustration and item number.
- e) The parts manual **must** have a representation of both English and French warning signs and identification labels delivered on the equipment.

4.1.4 Maintenance Manuals

- a) The maintenance manual **must** be both in English and French.
- b) The maintenance manual **must** include a troubleshooting guide, showing the steps and tests required to determine the exact cause of a problem and an explanation of the steps required to correct a problem.

- c) The maintenance manual **must** include a listing of the necessary tolerances, torque levels, fluid volume, and special tools as per 4.3.4 (including item part numbers).
- d) The maintenance manual **must** include information on the order of disassembly and assembly of the systems and components of the SWEEPER.

4.1.5 Manual Delivery to Technical Authority

- a) Sample manuals **must** be submitted to the Technical Authority (TA) prior to the delivery of the sweepers for each model and or sub-system for approval. Sample manuals will not be returned. TA will provide approval or comments on the manuals within 30 calendar days.
- b) One (1) complete set of approved manuals (Operator's, Maintenance, and Parts) in electronic format **must** be delivered to the Technical Authority.

4.1.6 Manual Delivery with Sweeper

- a) One (1) complete set of manuals (Operator's, Maintenance, and Parts) **must** accompany each sweeper.
- b) The manuals **must** be in paper and electronic format.

4.1.7 Electronic Format

- a) Approved copies of the electronic format manuals **must** be delivered on CD/DVD-ROM.
- b) CD/DVD-ROM **must not** require installation, password and/or Internet connection to be accessed and **must** be an unlocked PDF in a searchable format.

4.1.8 Provisional Manuals

- a) In the event that approved manuals are not available at the time of delivery of the equipment, manuals marked "Provisional" **must** be supplied with the equipment.
- b) The contractor **must** deliver replacement approved manuals to all destinations where Provisional manuals were delivered.

4.1.9 Manual Supplements

- a) The contractor **must** supply manual supplements (Operator's, Maintenance and Parts) to support dealer-installed equipment not covered in the sweeper Manuals.
- b) Manual supplements **must** be delivered in accordance with 4.1.4 and 4.1.5.

4.1.10 Changes to Manuals

- a) During the period of the contract, changes to equipment, which affect the contents of manuals, **must** be reflected in the revision of the electronic and paper version of the manuals.
- b) Changes to the manuals **must** conform to the same format and presentation requirements as the original manuals.

- c) The revised electronic version of the manual **must** be sent to the Technical Authority by the Contractor for approval prior to making change(s) on the equipment.
- d) The TA will provide approval or comments on the manuals within 30 calendar days.

4.2 Warranty Letter

- a) The warranty letter **must** include additional warranty coverage of sub-systems and a copy of the warranty letter from each sub-system's Original Equipment Manufacturer (OEM).
- b) The warranty letter **must** include warranty period as negotiated in the contract.
- c) The warranty letter **must** include Contractor contact information, name and phone number, for warranty support.

4.2.2 Warranty Letter Delivery

- a) The Contractor **must** provide a warranty letter in both English and French to the Technical Authority and with each sweeper. If the Technical Authority requires the letter to be in DND format, then they will provide the Contractor a template for the DND acceptable format of the warranty letter.

4.3 Other ILS Deliverables to Technical Authority

- b) All ILS deliverables in Paragraph 4.3 **must** be delivered to the Technical Authority by the first sweeper delivery at the latest.

4.3.2 Data Summary

- a) The Contractor **must** provide a Data Summary in both English and French for each make and model of sweeper by completing Technical Authority's template with data and a sweeper picture.

4.3.3 Photographs

- a) The Contractor **must** provide photographs in colour, taken against a plain background, and in digital JPEG format with a minimum 10-megapixel resolution.
- b) One left front three-quarter view of a completed unit **must** be provided.
- c) One right rear three-quarter view of a completed unit **must** be provided.

4.3.4 Dimensioned Drawing

- a) One side and front view dimensioned drawing showing the sweeper dimensions **must** be provided.

4.3.5 Special Tools List - The Contractor **must** provide an itemized list of specific special tools required for the servicing and repair of the sweeper and include:

- a) Item name;
- b) Contractor's part number;
- c) Manufacturer's part number (OEM);

- d) Quantity recommended per delivery location;
- e) Unit price; and
- f) Unit of issue.

4.3.6 Preventive Maintenance Replacement Parts Kit List (PMRPKL) - The contractor **must** provide a list detailing the parts that are required to perform preventive maintenance to the system for a period of 12 months, and include:

- a) Item name;
- b) Contractor's part number;
- c) Manufacturer's part number (OEM);
- d) Manufacturer's NATO Supply code (NCAGE) or name and address;
- e) NSN (NATO Stock Number) (if known);
- f) Quantity per equipment;
- g) Quantity recommended;
- h) Unit price; and
- i) Unit of issue.

4.3.7 Recommended Spare Parts List (RSPL) - The Contractor **must** provide a list detailing the spare parts deemed necessary to maintain the sweeper for a period of 24 months exclusive of any warranty period, and include:

- a) Item name;
- b) Contractor's part number;
- c) Manufacturer's part number (OEM);
- d) Manufacturer's NATO Supply code (NCAGE) or name and address;
- e) NSN (NATO Stock Number) (if known);
- f) Quantity per equipment;
- g) Quantity recommended;
- h) Unit price; and
- i) Unit of issue.

4.3.8 Supplementary Provisioning Technical Documentation (SPTD)

- a) The SPTD **must** be available for each item appearing on the RSPL as defined in 4.3.6.

- b) The Contractor **must** provide SPTD only when and for the items requested by the DND TA.
- c) For item identification and cataloguing purposes, the technical data supplied **must** be sufficiently comprehensive to allow DND to classify and fully describe the items within the NATO codification system.

4.3.9 Safety Recalls and Servicing Data

- a) Safety recalls, and manufacturer's technical service bulletins, or equivalent **must** be provided to the technical authority and the final delivery locations on a continuing basis, throughout the life expectancy of the sweeper or for no less than 10 years.

4.4 Initial Parts Kit

- a) One initial parts kit **must** be delivered with each sweeper.
- b) Each kit **must** include a complete set of filters and filter elements from the Original Equipment Manufacturer (OEM) required in the first 12 months of service.

4.5 Training

4.5.1 Operator Training

- a) The Contractor **must** provide an operator training course.
- b) The course **must** be given at the delivery destinations.
- c) The course **must** be available in both English and French.
- d) The course **must** have minimum duration of two (2) days to provide training for up to eight (8) operators and have the final dates arranged with the Technical Authority after contract award.
- e) The course **must** have a syllabus or course outline and schedule available for review and approval by the Technical Authority seven (7) days prior to the course commencement date.
- f) After completion of the course the Contractor **must** have a "*PROOF OF OPERATOR TRAINING*" certificate signed by a Crown Representative for the destination. The Technical Authority will supply this document in an electronic format.

4.5.2 Operator Training Curriculum

- a) Safety precautions to be observed while operating and servicing the sweeper **must** be included in the curriculum.
- b) Sweeper operating characteristics **must** be included in the curriculum.
- c) Sweeper operating procedures **must** be included in the curriculum.
- d) Pre-operating and pre-shutdown procedures **must** be included in the curriculum.
- e) Daily and weekly operator servicing procedures **must** be included in the curriculum.

4.5.3 Maintenance Training

- a) The Contractor **must** provide a maintenance training course.
- b) The course **must** be given at the delivery destination.
- c) The course **must** be available in both English and French.
- d) The course **must** have a minimum duration of two (2) days to provide training of up to eight (8) maintenance personnel and have the final dates arranged with the Technical Authority after contract award.
- e) The course **must** have a syllabus or course outline and schedule available for review and approval by the Technical Authority seven (7) days prior to the course commencement date.
- f) After completion of the course, the Contractor **must** have a "*PROOF OF MAINTENANCE TRAINING*" certificate signed by a Canada Representative for the destination. The Technical Authority will supply this document in an electronic format.

4.5.4 Maintenance Training Curriculum

- a) Operator's training detailed in Paragraph 4.5.2 **must** be included in the maintenance training curriculum.
- b) Operation and maintenance safety precautions **must** be included in the curriculum.
- c) Preventive maintenance including servicing schedules (10 % of classroom time) **must** be included in the curriculum.
- d) Trouble shooting, testing, and adjustments (70 % of classroom time) **must** be included in the curriculum.
- e) Utilization of special tools and test equipment **must** be included in the curriculum.

4.5.4.1 Training Materials

- a) Training materials **must** be provided to each attendee and be available in French for locations in Quebec.
- b) Training materials **must** include a list of topics to be covered;
- c) Training materials **must** include an approximate timetable showing when topics are scheduled to be covered and how much time is scheduled for each topic;
- d) Training materials **must** list any reference material; and

Training materials **must** make available any reference material used.