



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des
soumissions – TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage , Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

REQUEST FOR PROPOSAL

DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Civilian Aircraft Division/Division des Avions Civils
Portage III 7C2 - 50

11 Laurier St./11 rue Laurier

Gatineau

Québec

K1A 0S5

| | |
|---|--|
| Title - Sujet RCMP Aircraft Refinishing | |
| Solicitation No. - N° de l'invitation M7594-215465/C | Date 2022-06-08 |
| Client Reference No. - N° de référence du client M7594-215465 | |
| GETS Reference No. - N° de référence de SEAG PW-\$CAG-009-28698 | |
| File No. - N° de dossier 009cag.M7594-215465 | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Daylight Saving Time EDT on - le 2022-07-05 Heure Avancée de l'Est HAE | |
| F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/> | |
| Address Enquiries to: - Adresser toutes questions à: Coles, Samantha | Buyer Id - Id de l'acheteur 009cag |
| Telephone No. - N° de téléphone (873) 353-9941 () | FAX No. - N° de FAX () - |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes | |

Instructions: See Herein

Instructions: Voir aux présentes

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

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M7594-215465/C
Client Ref. No. - N° de réf. du client
M7594-215465

Amd. No. - N° de la modif.
File No. - N° du dossier
009cag.M7594-215465

Buyer ID - Id de l'acheteur
009cag
CCC No./N° CCC - FMS No./N° VME

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Reissue of Bid Solicitation

This bid solicitation cancels and supersedes previous bid solicitation number M794-215465/A dated 11 January 2022 with a closing of 23 February 2022 at 14:00.

PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, the Security Requirements Checklist, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification, the Insurance Requirements, the Task Authorization Form 572 and any other annexes.

1.2 Summary

- 1.2.1 The Royal Canadian Mounted Police (RCMP) has a requirement for a Contractor(s) to perform aircraft refurbishment services (re-paint) process on its fleet of aircraft and components as detailed in Annex "A", on an "as and when required basis" for an initial period of two (2) years with (6) six additional one (1) year option periods.
- 1.2.2 Due to operational requirements, facilities are required on both the East & West Coast of Canada which are within the radius' defined in Table 1 of Annex A.
- 1.2.3 Up to four (4) Contracts may be awarded depending on which bidder is ranked highest for each of the following Blocks of work as defined in Table 2 of Annex A.

Block 1A = West Facility Rotary Wing
Block 1B = West Facility Fixed Wing
Block 2A = East Facility Rotary Wing
Block 2B = East Facility Fixed Wing

*Bidders may submit proposals for one (1), two (2), three (3) or all four (4) blocks of work. Note : Should no compliant bids be received for either Block 1 or Block 2 Canada will send all aircraft to the winning bidder of the facility on the opposite Coast. i.e. If no compliant bid is received for Block 2B – East, Fixed Wing. Canada will send all fixed wing aircraft to the West Fixed Wing Facility (i.e winning bidder of Block 1B).

- 1.2.4 There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses.
- 1.2.5 The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 7 - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.
- 1.2.6 This bid solicitation allows bidders to use the CPC Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information
- 1.2.7 The Phased Bid Compliance Process applies to this requirement

1.3 Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2022-03-29) Standard Instructions - Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days
Insert: 90 days

2.2 Submission of Bids

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

Note: For bidders choosing to submit using Canada Post Corporation's (CPC) Connect service for bids closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is:

tpsgc.pareceptiondessaoumissions-apbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

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

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

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on Contracts awarded to FPSs, bidders must provide the information required below before Contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-01](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes () No ()**

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;

- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other Contracts subject to the restrictions of a work force adjustment program.

2.4 Enquiries - Bid Solicitation

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

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

2.5 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.

2.6 Bid Challenge and Recourse Mechanisms

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications

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

Section I: Technical Bid (Two hard copies)

Section II: Financial Bid (Two hard copies)

Section III: Certifications (Two hard copies)

Section IV: Additional Information (Two hard copies)

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

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

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

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

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and

- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

If the bidder is proposing more than one facility, all facilities must meet the mandatory technical requirements. The Bidder must submit a technical bid for each facility for which they are proposing.

Section II: Financial Bid

The Bidder must submit pricing details in the appropriate Excel spreadsheets in Appendix 1 – Basis of Payment for Year 1 through Year 8 for each facility for which they are bidding. Bidders must submit their bid in CAD or USD excluding applicable taxes. For evaluation purposes, bids submitted in a foreign currency will be converted to CAD at the daily exchange rate on the date of bid closing.

Even if pricing is identical across multiple facilities, the Bidder is required to submit a separate spreadsheet (Appendix 1) for each facility.

3.1.1 Electronic Payment of Invoices – Bid

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

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

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

3.1.2 Exchange Rate Fluctuation

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

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical, and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) Canada will use the Phased Bid Compliance Process (PBCP) 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 NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE.

THE BIDDER ALSO ACKNOWLEDGES THAT ITS 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 non-responsive.
- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2020-05-28) 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) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) 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.
- (d) For Bids other than those described in c), 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.
- (e) 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.
- (f) 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.

- (g) 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.
- (h) 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.
- (i) 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. 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 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.

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

4.1.2.1 Mandatory Technical Criteria

The mandatory technical criteria applicable to each facility are described in Annex J – Technical Evaluation Criteria.

The Phased Bid Compliance Process will apply to all mandatory technical criteria.

4.1.2.2 Point Rated Technical Criteria

Each bid will be rated by assigning a score to the related facility requirements, which are identified in the bid solicitation by the word "rated" or by referencing to a point allocation score. Bidders will receive one technical score for each Block of work (facility) they bid on. Bidders who fail to submit complete bids with all the information requested by this bid solicitation will be rated accordingly. The point-rated technical criteria are described in Annex J – Technical Evaluation Criteria

4.1.3 Financial Evaluation

4.1.3.1 Mandatory Financial Criteria

The financial evaluation process is described as follows:

- a. Bids submitted for each Block will be evaluated independently from the other Blocks of work.
- b. Bids will be evaluated based on the prices proposed in Appendix 1 – Basis of Payment.
- c. The evaluated price will be the Total Evaluated Price which is the aggregated total of Year 1 through Year 8 (all Applicable Taxes extra) from Appendix 1 – Basis of Payment.
- d. The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian custom duties and excise taxes included. Bids submitted in foreign currency will be converted to CAD based on the daily exchange rate in effect on the date of bid closing.

4.2 Basis of Selection for East and West Facilities

Up to Four (4) Contracts may be awarded in total (Highest Combined Rating for each Block of work as detailed below) as a result of this bid solicitation

Block 1A = West Facility Rotary Wing
Block 1B = West Facility Fixed Wing
Block 2A = East Facility Rotary Wing
Block 2B = East Facility Fixed Wing

4.2.1 Basis of Selection for each Block of work– Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory technical evaluation criteria.
2. Bids not meeting (a) or (b) above will be declared non-responsive.
3. The selection for each block of work will be independent from the selection for other Blocks. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70% for the technical merit and 30% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained/maximum number of points available multiplied by the ratio of 70%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine the combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a Contract.

The table below illustrates an example where all three bids are responsive and the selection of the Contractor is determined by a 70/30 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

| Table 1 : Example Highest Combined Rating Technical Merit (70%) and Price (30%) | | | | |
|---|-----------------------|-----------------------------|----------------------------|----------------------------|
| | | Bidder 1 | Bidder 2 | Bidder 3 |
| Overall Technical Score | | 115/135 | 89/135 | 92/135 |
| Bid Evaluated Price | | \$55,000.00 | \$50,000.00 | \$ 45,000.00 |
| Calculations | Technical Merit Score | $115/135 \times 70 = 59.63$ | $89/135 \times 70 = 46.15$ | $92/135 \times 70 = 47.70$ |
| | Pricing Score | $45/55 \times 30 = 24.54$ | $45/50 \times 30 = 27$ | $45/45 \times 30 = 30$ |
| Combined Rating | | 84.17 | 73.15 | 77.7 |
| Overall Rating | | 1st | 3rd | 2nd |

8. In the event of identical Combined Ratings occurring, then the bid with the highest Technical Score will become the top-ranked bidder.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the ["FCP Limited Eligibility to Bid"](#) list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before Contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Status and Availability of Resources

The Bidder certifies that, should it be awarded a Contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

1. Before award of a Contract, the following conditions must be met:
 - (a) the Bidder must hold a valid RCMP Facility Access, Level 2. Organization security clearance as indicated in Part 7- Resulting Contract Clauses;
 - (b) the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
2. Before access to sensitive information is provided to the Bidder, the following conditions must be met:
 - (a) the Bidder's proposed individuals requiring access to sensitive information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses.
 - (b) the Bidder's security capabilities must be met as indicated in Part 7 - Resulting Contract Clauses;
3. For additional information on security requirements, Bidders should refer to the Annex D Security Requirements Checklist, and RCMP Security Clauses.

6.2 Additional Security Requirement

The RCMP, will conduct its own personnel security assessment of the Contractor through the use of local law enforcement checks. Which is allowed under the Treasury Board Secretariat of Canada's (TBS) "Security and Contracting Management Standard" and the Policy on Government Security – Personnel Security Standard. RCMP's clearance will be performed post Contract award and will be required before the work under the Contract begins.

6.3 Insurance Requirements

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a Contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex G .

If the information is not provided in the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

6.4 Financial Capability

SACC Manual clause [A9033T](#) (2012-07-16) Financial Capability

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

7.1.1 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

7.1.2 Task Authorization – Order of Ranking

___ (*insert number at Contract Award*) contracts were awarded as a result of Public Works and Government Services Canada bid solicitation number: M7594-215465/C. The contractors' order of ranking is as follows:

Ranked first Block 1A: _____

Ranked first Block 1B: _____

Ranked first Block 2A: _____

Ranked first Block 2B: _____

7.1.3 Task Authorization Process

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

As more than one Contract may be awarded for this requirement, a request to perform a task will be sent to the Contractor whose facility is located closest to the home air base of the aircraft . If that Contractor confirms in writing that their facility is unable to perform the task, the request to perform a task will then be forwarded to the Contractor at the facility further from the home base. This process will continue until the task can be performed by another Contractor. If no Contractor can perform the task, Canada reserves the right to acquire the required Work by other means. A Contractor may advise the Technical Authority and the Contracting Authority in writing that it is unable to carry out additional tasks as a result of previous commitments under a TA and no request to perform a task will be sent to that Contractor until that Contractor has given notice in writing to the Technical Authority and the Contracting Authority that it is available to perform additional tasks.

Task Authorization Process:

1. The Technical Authority will provide the Contractor with a description of the task using the "Task Authorization Form specified in Annex H .
2. For component refinishing tasks, the TA will state the appropriate priority code as detailed in Section 8.2 of Annex A. Should the Contractor be unable to meet the priority code identified in the Task Authorization they must inform the Technical Authority immediately. Canada reserves the right to then forward the Task Authorization to the other facilities in order to ensure the required turnaround time is achieved to meet operational requirements.
3. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis(bases) and methods of payment as specified in the Contract.
4. The Contractor must provide the Technical Authority, within 2 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
5. The Contractor must not commence work until a TA authorized by the Technical Authority and issued by the Procurement authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

7.1.4 Task Authorization Limit

The Procurement Authority may authorize individual task authorizations up to a limit of \$_____ (insert amount at Contract Award), Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

7.1.5 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means 10% of the Maximum Contract Value.

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

7.1.6 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31; and

4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 15 calendar days after the end of the reporting period.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

For each authorized task:

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description (including aircraft tail number(s) of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

For all authorized tasks:

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the Contractor for all authorized TAs; and

- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TA's.

Usage Report Template

| Authorized Task Issue Date | Authorized Task Number or Task Revision Number* | Brief Description including the Priority Code (if applicable) | Start Date (MM/DD/YY) | Completion Date (MM/DD/YY) | Active Status | Total Estimated Cost (excluding taxes) | Total Amount expended to date (excluding taxes) |
|--|---|---|-----------------------|----------------------------|---------------|--|---|
| 15 Sep 2022 | xxxxx-01 | Refinishing of... | | | | \$30,000.00 | \$28,000.00 |
| 20 Nov 2022 | xxxxx-02 | Repair of.. | | | | \$80,000.00 | \$20,000.00 |
| 27 Jan 2022 | xxxxx-01 Revision 01 | Reduced refinishing costs for..... | | | | -\$2,000.00* | |
| Cumulative Total for all Task Authorizations and all Reporting Periods | | | | | | \$108,000.00 | \$48,000.00 |

7.2 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.

7.2.1 General Conditions

[2035 \(2020-05-12\)](#), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

Subsection 22 of 2035 General Conditions Higher Complexity - Services, is amended as follows:

2035 22 (20XX-XX-XX) Confidentiality

[...]

6. If the Contract, the Work, or any information referred to in subsection 1 is identified as TOP SECRET, SECRET, CONFIDENTIAL, PROTECTED, COSMIC TOP SECRET, NATO SECRET, NATO CONFIDENTIAL, or NATO RESTRICTED by Canada, the Contractor must at all times take all measures reasonably necessary for the safeguarding of the material so identified, including those set out in the PWGSC Contract Security Manual and its supplements and any other instructions issued by Canada.

7. If the Contract, the Work, or any information referred to in subsection 1 is identified as TOP SECRET, SECRET, CONFIDENTIAL, PROTECTED, COSMIC TOP SECRET, NATO SECRET, NATO CONFIDENTIAL, or NATO RESTRICTED by Canada, representatives of Canada are entitled to inspect the Contractor's premises and the premises of a subcontractor at any tier for security purposes at any time during the term of the Contract. The Contractor must comply with, and ensure that any subcontractor complies with, all written instructions issued by Canada dealing with the material so identified, including any requirement that employees of the Contractor or of any subcontractor execute and deliver declarations relating to reliability screenings, security clearances and other procedures.

7.3 Security Requirements

7.3.1 The security requirements found at Annex D Security Requirements Checklist and Related Security Clauses apply to and form part of the Contract.

Solicitation No. - N° de l'invitation
M7594-215465/C
Client Ref. No. - N° de réf. du client
M7594-215465

Amd. No. - N° de la modif.
File No. - N° du dossier
009cag.M7594-215465

Buyer ID - Id de l'acheteur
009cag
CCC No./N° CCC - FMS No./N° VME

7.4 Term of Contract

7.4.1 Period of the Contract

The Work is to be performed during the period from Contract Award ending two years later.

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to six (6) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Samantha Coles
Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Aerospace Equipment Program Directorate
11 Laurier Street, Place du Portage, Phase III
Gatineau, QC K1A 0S5

Telephone: 873-353-9941

E-mail address : Samantha.Coles@tpsgc-pwgsc.gc.ca

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

7.5.2 Project Authority

The Technical Authority for the Contract is: (Insert at Contract Award)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - ____

Facsimile: ____ - ____ - ____

E-mail address: _____

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M7594-215465

Amd. No. - N° de la modif.
File No. - N° du dossier
009cag.M7594-215465

Buyer ID - Id de l'acheteur
009cag
CCC No./N° CCC - FMS No./N° VME

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

7.5.3 Contractor's Representative (Please provide)

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

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

7.5.4 Procurement Authority (Insert at Contract Award)

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Bidder may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

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

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

7.6 Inspection and Acceptance

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 Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

7.7 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

7.8 Payment

7.8.1 Basis of Payment

The Contractor will be paid for the Work specified in the authorized task authorization, in accordance with the Basis of Payment at Annex B.

Canada's liability to the Contractor under the authorized task authorization must not exceed the limitation of expenditure specified in the authorized task authorization. Custom duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized task authorization resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

7.9 Limitation of Expenditure

7.9.1 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ **(INSERT AT CONTRACT AWARD)**. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.9.2 Terms of Payment – Multiple Payments

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

- a. 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;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

7.9.3 Canadian Customs Duties and Sales Tax – Foreign-based Contractor

Canadian customs duties and sales tax, if applicable, are extra to the Contract Price and payable by Canada.

7.9.4 Electronic Payment of Invoices – Contract

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);

7.10 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the General Conditions using form PWGSC-TPSGC 1111. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. all information required on form PWGSC-TPSGC 1111;
- b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- c. copy of the release document and any other documents as specified in the Contract;

Each claim must be supported by:

- a. completed Annex "I" Certificate of Acceptance

2. Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the following address for certification and payment. **(Address to be provided at Contract Award)**
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.11 Certifications and Additional Information

7.11.1 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.

7.11.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.12 Applicable Laws

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

7.13 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2020-05-28) General Conditions – Higher Complexity - Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex D, Security Requirements Check List;
- (f) Annex G, Insurance Requirements
- (g) the signed Task Authorizations (including all of its annexes, if any);
- (h) the Contractor's bid dated _____, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award.*), as clarified on _____ " *or* ", as amended on _____ " *and insert date(s) of clarification(s) or amendment(s)*).

7.14 Insurance – Specific Requirements

The Contractor must comply with the insurance requirements specified in Annex G . The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.15 Foreign Nationals (Canadian Contractor)

SACC Manual clause **A2000C** (2006-06-16) Foreign Nationals (Canadian Contractor)

7.16 Dispute Resolution

The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.

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

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ANNEX "A"

STATEMENT OF WORK : ATTACHED

ANNEX "B"

BASIS OF PAYMENT

*The Bidder must submit, pricing details in the appropriate Appendix 1 - Basis of Payment for Year 1 through Year 8 for **each facility** for which they are bidding, in the attached spreadsheets, excluding Applicable Taxes.*

Each Facility has their own respective MS Excel file as follows: (ENG & FR Version)

Appendix 1 Block 1A to Annex B – West Rotary

Appendix 1 Block 1B to Annex B – West Fixed

Appendix 1 Block 2A to Annex B – East Rotary

Appendix 1 Block 2B to Annex B – East Fixed

X- will be with the respective Facility identified at Contract Award.

Y- will represent the Year of the Contract

Block X Table A : Aircraft Refinishing

The Contractor will be paid firm all-inclusive rates as follows, for work performed in accordance with Annex A, Statement of Work. Customs duties are included and Applicable Taxes are extra. For the firm price portion of the Work only, 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

Please refer to the attached Appendix 1. Block X to Annex B – X Block for the Rates.

Block X Table B : Additional Work Requests

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work as authorized in the issuance of a task authorization. Applicable Taxes are extra.

Please refer to the attached Appendix 1. Block X to Annex B – X Block for the Rates.

Block X Table C : Additional Work Requests - Interior Refurbishment

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work as authorized in the issuance of a task authorization. Applicable Taxes are extra.

Please refer to the attached Appendix 1. Block X to Annex B – X Block for the Rates.

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APPENDIX "1" to ANNEX B – BASIS OF PAYMENT

Bidders must see attached Appendix 1 (excel) and provide a financial bid for each facility that they are proposing.

Appendix Block 1A to Annex B – West Rotary
Appendix Block 1B to Annex B – West Fixed
Appendix Block 2A to Annex B – East Rotary
Appendix Block 2B to Annex B – East Fixed

ANNEX "C"

BIDDER PACKAGE CHECKLIST

Bidder Name: _____
Procurement Business Number (PBN): _____

The following table is a checklist for self-evaluation purposes. Notwithstanding deliverable requirements specified anywhere else within this solicitation and its Technical Specifications, below are the deliverables that must be submitted with the bidder documents.

| Deliverables to be submitted <u>at the time of bid closing</u> : | | | | |
|--|------------|------------|---|--------------------------|
| No | Part | Article | Description | Document provided |
| Section I – Technical Bid | | | | |
| 1 | | Front Page | *Completed and signed Bid Solicitation front page | <input type="checkbox"/> |
| 2 | Annex C | All | Completed Bidder Package Checklist (including name and PBN) | <input type="checkbox"/> |
| 3 | Annex J | M1-M6 | Supporting technical documentation and bid reference for each mandatory criteria listed | <input type="checkbox"/> |
| 4 | Annex J | R1 to R6 | Supporting Documentations and bid reference for each rated criteria | <input type="checkbox"/> |
| Section II – Financial Bid | | | | |
| 5 | Appendix 1 | All | Completed Appendix 1– Basis of Payment *one per each facility | <input type="checkbox"/> |
| 6 | Annex E | All | *Completed Annex E – Electronic Payment Instruments | <input type="checkbox"/> |
| Section III – Certification | | | | |
| 7 | 5 | 5.1.1 | Integrity Declaration Form, if applicable | <input type="checkbox"/> |
| 8 | Annex F | 5.2.2 | *Federal Contractors Program for Employment Equity - Certification | <input type="checkbox"/> |
| 9 | 5 | 5.2.3 | Status and availability of Resources (If requested) | <input type="checkbox"/> |

** Noted Documents may be submitted after bid closing and before a Contract is award*

| Deliverables to be submitted <u>at Contract Award</u> : | | | | |
|---|----------|---------|---|--------------------------|
| No | Part | Article | Description | Document provided |
| 10 | Annex D3 | 6.1 | Completed RCMP 4023 Form (Provided at Award by RCMP) | <input type="checkbox"/> |
| | Annex D | | Obtain the required security clearance | <input type="checkbox"/> |
| 11 | Annex G | 6.1 | Certificate of Insurance within ten (10) days after the date of award of the Contract IAW Annex G | <input type="checkbox"/> |

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ANNEX "D1" SECURITY REQUIREMENTS CHECK LIST



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Security Classification / Classification de sécurité

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

| PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE | | |
|---|---|--|
| 1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine | | 2. Branch or Directorate / Direction générale ou Direction |
| RCMP | | ASB |
| 3. a) Subcontract Number / Numéro du contrat de sous-traitance | 3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant | |
| 4. Brief Description of Work / Brève description du travail Exterior /Interior refurbishment RCMP Aircraft fleet-See SOW for details | | |
| 5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées? | | <input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui |
| 5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? | | <input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui |
| 6. Indicate the type of access required / Indiquer le type d'accès requis | | |
| 6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c) | | <input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui |
| 6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. | | <input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui |
| 6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? | | <input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui |
| 7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès | | |
| Canada <input type="checkbox"/> | NATO / OTAN <input type="checkbox"/> | Foreign / Étranger <input type="checkbox"/> |
| 7. b) Release restrictions / Restrictions relatives à la diffusion | | |
| No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/> | All NATO countries Tous les pays de l'OTAN <input type="checkbox"/> | No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/> |
| Not releasable À ne pas diffuser <input type="checkbox"/> | | |
| Restricted to: / Limité à: <input type="checkbox"/> | Restricted to: / Limité à: <input type="checkbox"/> | Restricted to: / Limité à: <input type="checkbox"/> |
| Specify country(ies): / Préciser le(s) pays: | Specify country(ies): / Préciser le(s) pays: | Specify country(ies): / Préciser le(s) pays: |
| 7. c) Level of information / Niveau d'information | | |
| PROTECTED A PROTÉGÉ A <input type="checkbox"/> | NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/> | PROTECTED A PROTÉGÉ A <input type="checkbox"/> |
| PROTECTED B PROTÉGÉ B <input type="checkbox"/> | NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/> | PROTECTED B PROTÉGÉ B <input type="checkbox"/> |
| PROTECTED C PROTÉGÉ C <input type="checkbox"/> | NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/> | PROTECTED C PROTÉGÉ C <input type="checkbox"/> |
| CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/> | NATO SECRET NATO SECRET <input type="checkbox"/> | CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/> |
| SECRET SECRET <input type="checkbox"/> | COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/> | SECRET SECRET <input type="checkbox"/> |
| TOP SECRET TRÈS SECRET <input type="checkbox"/> | | TOP SECRET TRÈS SECRET <input type="checkbox"/> |
| TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/> | | TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/> |

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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets? ☒ No ☐ Yes
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ Non ☐ Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets? ☒ No ☐ Yes
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ Non ☐ Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL | <input type="checkbox"/> SECRET SECRET | <input type="checkbox"/> TOP SECRET TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux : FA2 (Escort only if on RCMP sites) All work at vendor sites-planes have protected systems removed or disabled

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work? ☒ No ☐ Yes
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ Non ☐ Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☐ No ☐ Yes
☐ Non ☐ Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises? ☒ No ☐ Yes
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ Non ☐ Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets? ☒ No ☐ Yes
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ Non ☐ Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises? ☒ No ☐ Yes
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ Non ☐ Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data? ☒ No ☐ Yes
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ Non ☐ Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? ☒ No ☐ Yes
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ Non ☐ Oui

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PART C - (continued) / PARTIE C - (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

| Category Catégorie | PROTECTED PROTÉGÉ | | | CLASSIFIED CLASSIFIÉ | | | NATO | | | | COMSEC | | | | | |
|--|----------------------|---|---|------------------------------|--------|---------------------------|---|--|----------------|---|----------------------|---|---|--------------|--------|---------------|
| | A | B | C | CONFIDENTIAL CONFIDENTIEL | SECRET | TOP SECRET TRÈS SECRET | NATO RESTRICTED NATO DIFFUSION RESTREINTE | NATO CONFIDENTIAL NATO CONFIDENTIEL | NATO SECRET | COSMIC TOP SECRET COSMIC TRÈS SECRET | PROTECTED PROTÉGÉ | | | CONFIDENTIAL | SECRET | TOP SECRET |
| | | | | | | | | | | | A | B | C | | | |
| Information / Assets Renseignements / Biens Production | | | | | | | | | | | | | | | | |
| IT Media / Support TI | | | | | | | | | | | | | | | | |
| IT Link / Lien électronique | | | | | | | | | | | | | | | | |

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

ANNEX "D2"

SECURITY CLAUSES

Royal Canadian Mounted Police Security Guide M7594215465/202105465/ SRCL100947

General Security Requirements

All Contractors and sub-contractors employed on this contract must support the RCMP's security environment by complying with the directives described in this document.

1. Physical access is restricted to those specific areas of RCMP facilities required to meet the contract's objectives.
2. No Protected or Classified information or other assets will be removed from the RCMP facility without the approval of the Departmental representative or technical authority. If approved the transport and/or transmittal must comply with the security requirements identified in the RCMP's Transport and Transmittal Guide.
3. Restricted items such as cameras, mobile telephones, and audio/visual devices will be surrendered to the main security desk upon arrival at any RCMP facility unless prior written approval has been obtained.
4. If applicable the Contractor must hold a valid Document Safeguarding Capability (DSC).
5. The information disclosed under this contract will be administered, maintained, and disposed of in accordance with RCMP Security Policies and the Policy on Government Security.
6. The Contractor will promptly notify the RCMP of any unauthorized use or disclosure of the information exchanged under this contract and will furnish the RCMP with details of the unauthorized use or disclosure.
7. The Contractor will be responsible for advising the RCMP of any changes in personnel security requirements. I.e: Cleared personnel leaving the company or no longer supporting the RCMP contract, new personnel requiring a clearance and personnel requiring clearance renewal.
8. All Contractor personnel will be required to obtain and maintain a personnel security clearance commensurate with the sensitivity of the work being performed throughout the life cycle of the contract (in accordance with the provisions of the SRCL). The level for this work is set at Facility Access 2 (FA2). If on site at RCMP an escort will be required.

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Personnel Security Requirements

RCMP Facility Access, Level 2

For Contractors who will not have access to protected or classified information, systems, or assets. If required on site they will require an escort, if work is off site the FA2 clearance is required with no escort. Any mission critical equipment will be removed or disabled if work occurs off site. In this scenario, the RCMP wishes to conduct local law enforcement checks only. For PWGSC procurement purposes, this should be identified in the contractual documents.

Contractor personnel must submit to local law enforcement verification by the RCMP, prior to admittance to the facility or site. The RCMP reserves the right to deny access to any facility or site or part thereof to any Contractor personnel, at any time.

To initiate the online clearance process please contact your Procurement officer or client contact who will fill out a 4023 (internal form) to initiate the process. The resources will receive instructions via email for their appropriate security level. This process follows Treasury Board Standards.

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ANNEX “E” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

- ☐ () VISA Acquisition Card;
- ☐ () MasterCard Acquisition Card;
- ☐ () Direct Deposit (Domestic and International);
- ☐ () Electronic Data Interchange (EDI);
- ☐ () Wire Transfer (International Only);

ANNEX "F" to PART 5 OF THE BID SOLICITATION

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a Contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

Date: _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- ☐ A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

- ☐ A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity \(LAB1168\)](#) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

OR

- ☐ B2. The Bidder is a Joint venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

ANNEX "G"

INSURANCE REQUIREMENTS

Aviation Liability Insurance – G2030C (2018-06-21)

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$10,000,000 per accident or occurrence and in the annual aggregate.
2. The Aviation Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
 - b. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - e. Employees and, where applicable, Volunteers must be included as Additional Insured.
 - f. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - g. Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation WSIB or similar program)
 - h. Hangarkeeper's Liability: To cover loss of and/or damage to aircraft on the ground in the care, custody or control of the Contractor.
 - i. Products and Completed Operations: To cover liability arising from the sale and service of aviation products, assembly and repair activities, in connection with the Work performed by or on behalf of the Contractor.
 - j. Airport Tenants' Legal Liability Broad Form: To protect the Contractor for liabilities arising from its occupancy of leased airport premises.
 - k. Non-owned Aircraft Liability: To protect the Contractor for liabilities arising from its use of aircraft owned by other parties including Canada.
 - l. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s. 1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by

registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada

Aircraft Hull Insurance – G3003C (2018-06-21)

The Contractor must obtain Aircraft Hull Insurance including All Risks Flight and Ground coverage, and maintain it in force throughout the duration of the contract, in an amount of not less than \$20,000,000.00 per facility . The Aircraft must be insured on Replacement Cost (new) value basis. Including any mission systems and equipment (fixed and removeable provisions)

The Aircraft Hull insurance policy must include the following:

- a. Waiver of Subrogation: Contractor's Insurer to waive all rights of subrogation against Canada as represented by Royal Canadian Mounted Police (RCMP) and Public Works and Government Services Canada for any and all loss of or damage to the aircraft however caused.
- b. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.

Solicitation No. - N° de l'invitation
M7594-215465/C
Client Ref. No. - N° de réf. du client
M7594-215465

Amd. No. - N° de la modif.
File No. - N° du dossier
009cag.M7594-215465

Buyer ID - Id de l'acheteur
009cag
CCC No./N° CCC - FMS No./N° VME

ANNEX "H"

TASK AUTHORIZATION FORM

| | | | | | | | | | | | | | |
|---|--|---|--|---|--|--|--|--------------------------------|--|--------------------------------------|--|----------------------------|--|
| Royal Canadian Mounted Police | | Gendarmerie royale du Canada | | Task Authorization/Request on Contr TAD Autoris des tâches/Demande Contrat TAD | | | | Page: 1 / 3 | | | | | |
| To: - À: | | PST No - N° de TVP | | Contact - Personne-ressource | | Tel. No - N° du Tél. | | Fax. No. - N° de télécop. | | Order No. N° de la commande | | | |
| | | TA/ROC Number - AT/DC N° | | Amendment No. - N° de la modification | | Previous Value - Valeur précédente | | Order date Date de la commande | | | | | |
| Vendor No. - N° du fournisseur | | Tel. No - N° du Tél. | | Fax. No. - N° de télécop. | | Inc./Dec. - Aug./Dim. | | Revised value - Montant révisé | | YMD / AMJ Date required-Requis le | | | |
| Item No. No. Poste | | Description | | | | U of I U de D | | Quantity Quantité | | Unit Price Prix unitaire | | Ext. Price Prix calculé | |
| | | | | | | | | | | | | | |
| Delivery Address - Adresse de livraison | | Send 2 copies of the Invoice to: Envoyer 2 exemplaires de la facture à: | | | | FOB - FAB | | Amount - Montant / | | | | | |
| | | | | | | Terms of payment - Modalités de paiement | | T. taxes - T. taxes / | | | | | |
| | | | | | | | | T. Amount - Montant T. / | | | | | |
| Special Instructions - Instructions spéciales | | | | | | Certified pursuant to subsection 32(1) of the Financial Administration Act Certifié en vertu du paragraphe 32(1) de la Loi sur la gestion des finances publiques. | | | | | | | |
| | | | | | | Signature(Mandatory-Obligatoire) | | | | Date | | | |
| | | | | | | Approved for the Minister Approuvé pour le ministre | | | | | | | |
| | | | | | | Signature(Mandatory-Obligatoire) | | | | Date | | | |

Solicitation No. - N° de l'invitation
M7594-215465/C
Client Ref. No. - N° de réf. du client
M7594-215465

Amd. No. - N° de la modif.
File No. - N° du dossier
009cag.M7594-215465

Buyer ID - Id de l'acheteur
009cag
CCC No./N° CCC - FMS No./N° VME

Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Task Authorization/Request on Contr TAD
Autoris des tâches/Demande Contrat TAD

Page: 2 / 3

| | | | | | |
|------------------------|---|------------------|----------------------|-----------------------------|--------------------------------|
| | | | | | Order No. N° de la commande |
| Item No. Article n° | Description | U of I U de D | Quantity Quantité | Unit Price Prix unitaire | Ext.Price Prix prévu |
| | <div>Financial Codes - Codes financiers</div> <div><div>FundGL AccountCost CentreInternal OrderAmount</div><div>FondsCompte du GLGCentre de CoûtN° de projetMontant</div><div>UNASSIGNED</div><div>=====</div><div>Total HST - TVH totale</div><div>=====</div></div> | | | | |
| | | | | | Amount - Montant / |
| | | | | | T. taxes - T. taxes / |
| | | | | | T. Amount - Montant T. / |

Solicitation No. - N° de l'invitation
M7594-215465/C
Client Ref. No. - N° de réf. du client
M7594-215465

Amd. No. - N° de la modif.
File No. - N° du dossier
009cag.M7594-215465

Buyer ID - Id de l'acheteur
009cag
CCC No./N° CCC - FMS No./N° VME

ANNEX "I"**CERTIFICATE OF ACCEPTANCE**

Contract M7594-215465/001/CAG

Contract Deliverables:

| Task Number | Task Description | Date Completed |
|-------------|------------------|----------------|
| | | |

This Certificate only covers the above referenced Services with a total price of \$_____.

This Certificate of Acceptance acknowledges the satisfactory completion and acceptance of the above referenced Services, in accordance with the terms and conditions of the Contract, and constitutes final Buyer acceptance.

Contractors Representative**Canada's Representative**

Name: _____

Name: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

ANNEX “J”

MANDATORY & POINT RATED TECHNICAL EVALUATION CRITERIA : **Submit one for EACH facility**

| MANDATORY CRITERIA | | | | |
|---|--|--|--------------------------|--------------------------------|
| At bid closing time, the Bidder must comply with the following mandatory criteria and provide the necessary documentation to support compliance. Any offer which fails to meet the following mandatory criteria will be declared non-responsive. Each criterion should be addressed separately. | | | | |
| Number | Criteria | Supporting Evidence Required | Pass | Fail |
| | | | | Reference to Bidder's Proposal |
| M1 | The Bidder must have the capability and hold the Transport Canada approval to perform sheet metal repair as required to the aircraft. | <ul style="list-style-type: none"> The Bidder must supply a copy of their AMO Certificate for sheet metal structures. | <input type="checkbox"/> | <input type="checkbox"/> |
| M2 | The Bidder must have the capability and hold the Transport Canada approval to perform repair of composite material (Aramid, glass and carbon fiber) as required to the aircraft component. | <ul style="list-style-type: none"> The Bidder must supply a copy of their AMO Certificate for composite structures. | <input type="checkbox"/> | <input type="checkbox"/> |
| M3 | The Bidder must have available personnel meeting the requirement of the Canadian Aviation Regulations (CARs) 571.11 to be able to sign a maintenance release in accordance with the CARs 571.10 for work performed on the aircraft (e.g. aircraft reweigh, removal, balance and installation of flight | <p>The Bidder must supply a list of personnel with a copy of their AME Category M1 license that covers the aircraft types listed below or for aircraft of similar type/size*** (foreign contractor must demonstrate how the certificate or license meets the requirement of CARs 571.11):</p> <ul style="list-style-type: none"> Pilatus PC12 Airbus H145 Airbus H125 | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | | |
|-----------|---|---|--------------------------|--------------------------|--|
| | controls, replacement of wing surface de-icer, etc.). | <ul style="list-style-type: none"> • Airbus H120 • Cessna 206 • Cessna 208 • Dehaviland Twin Otter • Quest Kodiak <p>*** Similar type/size is defined as an aircraft having a gross weight below 20,000 lbs.</p> | | | |
| M4 | The Bidder must have the proper equipment and processes in place to ensure ideal temperature and humidity conditions are maintained to meet the paint application criteria establish by the paint manufacturer. | The Bidder must provide a description of the environmental control system(s) that the facility currently uses or will use to regulate the temperature and humidity conditions. | <input type="checkbox"/> | <input type="checkbox"/> | |
| M5 | The Bidder must provide three commercial or government references operating similar types of aircraft within North America for which aircraft refinishing services have been successfully completed within the last 5 years. | The Bidder must provide a high level statement describing the work completed and how the customer's requirements were met as well as the names and contact information of the 3 references. | <input type="checkbox"/> | <input type="checkbox"/> | |
| M6 | The Bidder's aircraft refinishing facility must be of a size big enough to accommodate at least two aircraft of similar size as those of RCMP listed in Annex A Table 2, without any disassembly, plus additional space for the storage of removed flight controls. | The Bidder must provide dimensions and pictures of the facility. | <input type="checkbox"/> | <input type="checkbox"/> | |

| | | | | | |
|-----------|---|--|--------------------------|--------------------------|--|
| M7 | <p>The Bidder must have at least one facility located within the radiuses identified in Table 1 – SOW.</p> | <p>The Bidder must provide exact address of each facility</p> <p><input type="checkbox"/> East Facility Rotary Wing Address:</p> <p>and/or;</p> <p><input type="checkbox"/> East Facility Fixed Wing Address:</p> <p>and/or;</p> <p><input type="checkbox"/> West Facility Rotary Wing Address:</p> <p>and/or;</p> <p><input type="checkbox"/> West Facility Fixed Wing Address:</p> | <input type="checkbox"/> | <input type="checkbox"/> | |
| M8 | <p>The Bidder must have adequate tools and equipment to safely move the aircraft in and around its facility.</p> | <p>The Bidder must provide a description of the equipment readily available to safely tow the aircraft in and around its facility.</p> | <input type="checkbox"/> | <input type="checkbox"/> | |
| M9 | <p>The Bidder has the equipment and the ability to perform aircraft interior repair and refurbishment in the following areas:</p> <ul style="list-style-type: none"> • Seat cushion and covering (cloth or leather) • Carpet or other types of floor covering; • Cabinetry & lavatory; • Sidewall & ceiling. <p>** Note: The requirement for Cabinetry & lavatory refurbishment only applies to the Fixed Wing Blocks of work.</p> | <p>The Bidder must provide a brief description of at least three projects completed during the last two years which would include work on the following:</p> <ul style="list-style-type: none"> • Seat cushion and covering (cloth or leather) • Carpet or other types of floor covering; • *Cabinetry & lavatory; • Sidewall & ceiling. | <input type="checkbox"/> | <input type="checkbox"/> | |

POINT RATED CRITERIA

Only bids that meet the mandatory criteria will be subject to point rating. Rated criteria are used to assess various elements of the technical bid so that the relative merits of each bid can be determined.

The criteria listed below will be used to evaluate each bid that meets the mandatory requirements. Bidders are advised to address these requirements in order and in sufficient depth in their offers to enable a full assessment. The evaluation will be based exclusively on the information contained in the offer.

| Number | Criteria | Point Rated Scoring Grid | Maximum Score | Bidder Points Scored | Bidder's Response And Reference to Offer |
|-----------|---|--|---------------|----------------------|--|
| R1 | <p>The Bidder has the below system(s) in place that will collect residual paint products for proper disposal or otherwise make paint products armless to the environment when disposed of.</p> <p>Provide a brief description of the system(s) in place that are operational.</p> <ul style="list-style-type: none"> - Air filtering system to prevent volatile paint products being discharged in the atmosphere; - Process for recycling or otherwise properly disposing of residual paint products (paint, primer, solvent, thinner, air filter, etc.) and material used during the finishing process; | <p>15 points – Two or more systems in place and functional.</p> <p>10 points – One system in place and functional.</p> <p>0 point – No system in place.</p> | 15 | | |
| R2 | The Bidder is certified or registered under ISO 14000. Please provide a copy of certification/registration. | <p>5 points – Proof of Certification/registration provided</p> <p>0 point – No proof of certification/registration provided.</p> | 5 | | |

| | | | | | |
|--|--|--|----|--|--|
| R3 | <p>The Bidder has the capability and hold an AMO certificate issued by Transport Canada under CARs 573.02 to perform maintenance release for work performed on the aircraft (e.g. aircraft reweigh, removal, balance and installation of flight controls, replacement of wing surface de-icer, etc).</p> | <p>The Bidder must supply a copy of their AMO Certificate, or appropriate foreign equivalent documents, for each aircraft types listed below or for aircraft of similar size/type (3.75) points for each aircraft type):</p> <p>Rotary Wing</p> <ul style="list-style-type: none">• Airbus H145• Airbus H125• Airbus H120 <p>Fixed Wing</p> <ul style="list-style-type: none">• Pilatus PC12• Cessna 206• Cessna 208• Dehaviland Twin Otter• Quest Kodiak <p>** Similar aircraft type/size is defined as an aircraft having a gross weight below 20,000 lbs.</p> | 30 | | |
| TOTAL RATED EVALUATION SCORE: (There is no Minimum Pass Mark) | | | 50 | | |



**Royal Canadian Mounted Police
Air Services Branch**

Aircraft Refinishing

Statement of Work

**Royal Canadian Mounted Police
Air Services Branch**

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**Royal Canadian Mounted Police
Air Services Branch**

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Royal Canadian Mounted Police Air Services Branch

1. Context

The Air Services Branch (ASB) of the Royal Canadian Mounted Police (RCMP) provides direct operational support in technical and specialized areas of airborne law enforcement, enabling front-line members to preserve the peace, uphold the law, prevent and investigate crime. The priority of Air Services is to provide safe, effective and cost efficient air service to the RCMP. It supports the RCMP in maintaining peace and security for the nation by applying the highest principles of aviation safety.

2. Objective

The Royal Canadian Mounted Police, Air Services Branch is seeking aircraft exterior refurbishment services (re-paint process) on its fleet of aircraft and components, on and as needed basis. The requirement includes but not limited to paint stripping, post strip preparation, priming, painting, decal placement, clear coat, reassembly and certification.

The RCMP ASB has bases of operation in 19 Air Section locations scattered in 11 provinces and territories across Canada. Due to operational requirements, the resulting contract(s) will include up to four facilities (one East facility fixed wing, one East facility rotary wing, one West facility fixed wing and one West facility rotary wing) which are within the following locations:

Table 1 Facility locations

West facility (Same radius for fixed wing and for rotary wing facility)

| Airport Location | Within the following radius (in Nautical Mile) |
|-------------------------|---|
| CZBB | 100 NM |
| CYEG | 200 NM |

East facility (Same radius for fixed wing and for rotary wing facility)

| Airport Location | Within the following radius (in Nautical Mile) |
|-------------------------|---|
| CYXU | 250 NM |
| CYUL | 100 NM |
| CYQM | 100 NM |

The current fleet is comprised of 35 aircraft and a reduction or addition of aircraft or type may occur during the period of the contract. Current aircraft models and current quantity are provided in the Table 1 below.

Table 2 Aircraft Models and Quantity

| Aircraft Model | Quantity West | Quantity East |
|-----------------------|----------------------|----------------------|
| ROTARY WING | | |
| Airbus H145 | 1 | 0 |
| Airbus H125 | 4 | 2 |
| Airbus H120 | 2 | 0 |
| FIXED WING | | |
| Cessna 206 | 4 | 1 |
| Cessna 208 | 1 | 2 |
| DeHaviland Twin Otter | 0 | 1 |
| Quest Kodiak | 1 | 0 |
| Pilatus PC12 | 8 | 8 |

Royal Canadian Mounted Police Air Services Branch

3. Contract period

ASB is seeking a contract period of two (2) initial years with six (6) additional one (1)-year options, for a total period of eight (8) years. This period allows for stability during the next planned cycle of aircraft exterior refurbishment.

4. Security Requirement

The contractor's employees will require an RCMP security clearance prior to performing work under this contract. This is the responsibility of the RCMP and will require the employees' personal information.

5. Abbreviations

| | |
|-------|--|
| AMM | Aircraft Maintenance Manual |
| AOG | Aircraft On Ground |
| ASB | Air Services Branch |
| AWR | Additional Work Requirement |
| CAR's | Canadian Aviation Regulations |
| FM | Flight Manual |
| PMA | Parts Manufacturer Approval |
| POH | Pilot's Operating Handbook |
| PSPC | Public Services and Procurement Canada |
| RCMP | Royal Canadian Mounted Police |
| RVSM | Reduced Vertical Separation Minimum |
| TA | Technical Authority |

6. Reference Documents

The contractor must have access to and must use the most recent manufacturer's approved documents when performing work on the aircraft. ASB may provide access to specific documents if requested by the contractor.

Reference documents for the performance of the work by the contractor include but are not limited to:

- a) Applicable Aircraft Maintenance Manual, Illustrated Parts Catalog and Structural Repair Manual;
- b) AC 43.13-1B;
- c) Coatings manufacturer Application Process Standards for Surface preparation and application guidelines.

Royal Canadian Mounted Police Air Services Branch

7. Work Requirements

7.1 Aircraft Refinishing

- 7.1.1** The contractor must inspect the aircraft exterior to the extent necessary to identify any damage or anomaly that requires repair to be accomplished (sheet metal repair, composite repair, corrosion removal, etc.). Any damage or anomaly must be documented, with pictures if possible, along with proposed repairs, as applicable. This inspection must be completed:
- a) Upon aircraft delivery (by the contractor and the TA or his delegate);
 - b) Before removing exterior finish; and
 - c) Before the new surface finish is applied.
- 7.1.2** Existing aircraft exterior paint finish is to be stripped down to base metal. All traces of old paint and primer are to be removed from around rivets, windows, and skin joints.
- 7.1.3** Any damage to the aircraft exterior found during removal of aircraft finish must be reported to the TA along with a repair plan to obtain approval.
- 7.1.4** Approved aluminum conversion coating (ex. AlumiPrep/Alodine) must be applied as per the paint manufacturer instructions.
- 7.1.5** Fairings and component made of composite material must have the old surface finish removed mechanically, not using chemicals. Extra care must be taken to ensure substrate is not damaged while removing the surface finish.
- 7.1.6** All composite fairings attached with screws are to be removed and painted off aircraft. All removed panels and fairings must be reinstalled using new AN or MS hardware as specified by the manufacturer, Stainless or Cadmium plated as required by the operating environment. Caution must be exercised when replacing hardware, e.g. Pilatus Aircraft calls for specific hardware to be installed for acrylic light covers, dorsal fin, etc. (Reference Pilatus Business Aircraft Ltd. Notice #17 dated May 09, 2008, attached).
- 7.1.7** Internal aircraft structure and component exposed due to the removal of access panels and fairings must be protected from overspray by masking. All visible skin and fuselage moisture drains to be sealed with a 1-inch circular section of foil tape prior to stripping to prevent the ingress of stripper products on interior skins and components. Tapes to be removed and the area hand sanded after stripping process is complete and prior to primer coatings being applied.
- 7.1.8** Aircraft to be refinished with Akzo Nobel epoxy brand primer, base coat/clear coat systems unless otherwise indicated by the aircraft manufacturer, in color and scheme as provided by the TA. Other paint product/brand may be considered but must be approved by the TA prior to use.
- 7.1.9** All decals, stripes and markings to be applied prior to clear coat.
- 7.1.10** Flight Controls to be removed for refinishing. Flight controls balance must be verified and adjusted as required in accordance with the aircraft manufacturer specifications.
- 7.1.11** For the Pilatus PC12 Aircraft only, anti-chafe paint must be applied to the left and right wing flaps as per AMM instructions.

Royal Canadian Mounted Police Air Services Branch

- 7.1.12** Aircraft registration marks must be applied as per CAR's Standards and as specified by the TA.
- 7.1.13** Aircraft exterior placards will be supplied by RCMP and must be applied on locations specified in the applicable AMM and FM or POH specification.
- 7.1.14** When aircraft is equipped with surface de-icers, approved de-icer edge sealant must be applied in accordance with the approved product specification.
- 7.1.15** Windows, antennas and skin joint edges requiring sealing must be sealed with approved product when specified.
- 7.1.16** Exposed main passenger and cargo door inner frames must be prepared and repainted as specifically required (to be determined by the TA at the time of aircraft delivery to the contractor).
- 7.1.17** Paint products manufacturer recommended mil thickness for individual and total thickness must strictly be adhered to. The contractor must demonstrate the resulting thickness using appropriate tool to measure thickness.
- 7.1.18** Areas not to be painted, unless specified in the task authorization:
- a) Aileron Coves;
 - b) Wheel wells;
 - c) Wheel Assemblies, including axles (wheel covers, if equipped, to be painted);
 - d) Antennas;
 - e) Pitot tubes;
 - f) Static ports;
 - g) AOA vanes;
 - h) Helicopter main rotor blades and tail rotor blades.
- 7.1.19** The application of the new aircraft finish by the contractor must be performed in an environmentally controlled area that achieves optimal performance of the paint product as per the manufacturer's instructions (e.g. control of temperature, humidity and curing). Protection must also be in place to avoid dust deposit on the aircraft painted surfaces.
- 7.1.20** The contractor must have the required tools to prepare the aircraft for refinishing, including the removal and installation of components.
- 7.1.21** The contractor must comply with all the process standards established by the paint manufacturer for Surface Preparation and Application Guidelines. Namely pre and post stripping procedures, Conversion Coatings, Primer and Topcoat application procedures, re-coat times, primer and topcoat dry film thickness.
- 7.1.22** "Hi fill primer" shall be utilized on composite panels following the manufacturer's instruction in lieu of body filler. Flex agent may be specified in the manufacturer's instruction.
- 7.1.23** Precautionary measures:
- a) Exterior aircraft components such as Angle of Attack sensors, deice boots, exposed hydraulic actuator rods, acrylic windows, glass windshields, etc. must be protected from damage, chemicals, and paint overspray. Protective covers, masking or other approved means of protection must be utilized;
 - b) Sealed fuel tank access panels must not to be removed;
 - c) To avoid cracking, delaminating or peeling of the surface finish, especially on composite panel, preparation and product application must be in accordance with the

Royal Canadian Mounted Police Air Services Branch

product specifications and manufacturer's instructions. Note: excessive build-up of filler/primer/paint/clear layers has proven to promote premature finish cracking of composite panel surfaces and must be avoided;

- d) Ground handling and towing of aircraft must be in accordance with the FM or POH. The contractor must have adequate tools and equipment to safely move the aircraft in and around its facility;
- e) Power-up and power-down of aircraft must be performed in accordance with the FM or POH to avoid any damage to the aircraft electrical and avionics systems. Particular care must be taken for the PC12 aircraft as expensive electronic component failure may occur;
- f) Pilatus PC12 aircraft are equipped and approved for flight in RVSM airspace which requires special attention. The critical area around each of the two static ports are defined in the AMM. The finished surface of this area must meet the AMM inspection criteria. Any transition line between colours in this area must be smoothed prior to the application of the clear coat in order to ensure a smooth surface that meets the AMM criteria.

7.1.24 After the refinishing of the aircraft exterior is completed, the contractor must re-weigh the aircraft as per the AMM and the FM or POH. The contractor must provide a complete weight and balance report prior to aircraft delivery.

7.2 Additional Work Requirement

7.2.1 Component Surface Repair and Refinishing

On an as needed basis, the contractor must be able to perform surface repair and refinishing of aircraft components (e.g. flight controls, cowlings, fairings, etc.). The surface repair and refinishing work on components must be performed in accordance with the requirements of the above section 7.1. *Aircraft Refinishing*.

7.2.2 Maintenance and Repairs

- 1. On an as needed basis, the contractor must be able to perform maintenance related to the refinishing activities (e.g. replacement of wing surface de-icer, etc.).
- 2. Defects found after inspection and disassembly of aircraft or component are considered additional work and is to be quoted and approved separately. It is the responsibility of the contractor to communicate details of the required work to the Technical Authority as soon as practicable.

7.2.3 Interior Refurbishment

On an as needed basis, the contractor must be able to provide services for the refurbishment of aircraft interior, including but not limited to:

- a) Repair and replacement of seat covering (leather and cloth);
- b) Repair and repainting of sidewall panels;
- c) Repair and replacement of floor covering;
- d) Repair and refinish cabinet, lavatory, tray/table, etc. (Fixed Wing Only)

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8 Work Authorization

- 8.2 For component refinishing: the TA will submit a request for quote to the contractor . The TA will identify the applicable priority code which will dictate the turnaround time (TAT) required, as per below table 3. Should the Contractor be unable to meet the TAT they must decline the tasking. If able to meet the TAT required, the Contractor will provide a quote within two business days for the requested work along with an estimated time required to perform the work. The TA will review the proposal, then the Procurement Authority will authorize the contractor to proceed by the issuance of a task authorization.

Table 3 Component Repair Turn Around Time

| Priority Code | Requirement |
|--------------------------|--|
| Routine (R) | TAT would be 14 calendar days from time of reception of the part at the contractor's facility to the time the component is shipped from the contractor's facility. Additional time would be acceptable if engineering approval is required from the Original Equipment Manufacturer (OEM). |
| Aircraft on Ground (AOG) | TAT would be 5 business days from time of reception of the part at the contractor's facility to the time the component is shipped from the contractor's facility. Additional time would be acceptable if engineering approval is required from the Original Equipment Manufacturer (OEM). |

** The contractor must be able to meet those TAT 95% of the time.*

- 8.3 For additional work associated with an aircraft refinishing: The contractor must submit a cost estimate for any identified additional work, with an estimated impact on the final delivery date, to the TA. The TA will review and approve each item, then the Procurement Authority will authorize the contractor to proceed by the issuance of a task authorization.
- 8.4 The contractor must receive formal written authorization via a task authorization from the Procurement Authority/Contracting Authority to carry out any work.
- 8.5 If, while performing the work, it is determined that the price of the work authorized will exceed the estimated price that has been authorized, the contractor must immediately contact the Procurement Authority/Contracting Authority and provide details of the reason for exceeding the estimated price. The contractor must then only proceed after being authorized by the Procurement Authority/Contracting Authority via a task authorization amendment.
- 8.6 Any work required and performed by a subcontractor under this contract must have prior approval from the TA.

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9 Inspection, Deliverables and Acceptance Criteria

- 9.2 The work described in the Statement of Work must be performed at the contractor's facility.
- 9.3 As part of the acceptance inspection, the TA or his delegate will inspect the aircraft for the following: the applied finish must be smooth, bright and glossy without orange peel texture and free of drips and sags in the cured finish; static ports RVSM critical area must be in compliance with the AMM, etc.
- 9.4 The aircraft will be delivered to the contractor on a previously agreed upon date as reflected in the task authorization. The contractor must complete the refinishing work within 25 calendar days after the aircraft delivery. An extension may be granted to allow for the completion of repair or while waiting for parts, if applicable.
- 9.5 On a weekly basis, or upon the Technical Authority's request, the contractor must submit a progress report, showing the percentage of work completed, any findings resulting from inspection and the impact on delivery date.
- 9.6 All work must be performed and recorded in accordance with the Canadian Aviation Regulations and the contractor's policies and procedures approved by Transport Canada.
- 9.7 Any necessary replacement part must be requested to the Technical Authority, including AN/MS hardware. The Technical Authority will either supply the part or request the contractor to supply.
- 9.8 The contractor must only use parts which are approved by the aircraft manufacturer and listed in the aircraft Illustrated Parts Catalog. Other replacement parts such as PMA part or part with prior service must not be installed without written approval by the Technical Authority.
- 9.9 All work is subject to periodic and final verification by the RCMP at destination.
- 9.10 An acceptance inspection is to be performed by the TA or his delegate for adherence to contract requirements and deliverables.
- 9.11 A small quantity (approx. 250-500ml) of primer, paint and clear must be supplied to RCMP by the contractor as a touch up kit at the time of delivery.
- 9.12 The contractor must provide a complete technical record entry for the work performed, including a weight and balance report prior to aircraft delivery.

10 Responsibility

- 10.1** RCMP will be responsible for costs associated with the delivery of the aircraft to and from the contractor's facility.
- 10.2** RCMP is responsible to supply the required RCMP and Government of Canada related decals to be applied to the aircraft.

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10 Estimated volumes

The estimated volumes indicated in Table 4 are estimates only and should not be construed as a firm commitment on the part of Canada.

Table 4 Estimated volumes – Aircraft Refinishing

| | Estimated Volumes for Aircraft Refinishing | | | | | | | | |
|-----------------------|--|--------|--------|--------|--------|--------|--------|--------|------------------|
| | PC12 | H145 | H125 | H120 | C208 | DHC-6 | K100 | C206 | Estimated Total |
| Initial 2-year period | 3 west 3 east | | | | 1 east | 1 east | | | 3 West 5 East |
| Option year 1 | 1 east 1 west | | 1 west | | 1 west | | | | 1 East 3 West |
| Option year 2 | 2 west | | | | 1 west | | | | 3 West |
| Option year 3 | 1 east 1 west | | | | | | | | 1 East 1 West |
| Option year 4 | 1 east 1 west | | | | | | | | 1 East 1 West |
| Option year 5 | 1 east 1 west | | | | | | | | 1 East 1 West |
| Option year 6 | 1 east 1 west | 1 West | | 1 west | | | 1 west | 1 west | 1 East 5 West |

Table 5 Estimated volumes - Component Work

| | West R/W | | West F/W | | East R/W | | East F/W | |
|-----------------------|-----------|-------------|-----------|-------------|-----------|-------------|-----------|-------------|
| | Composite | Sheet metal | Composite | Sheet metal | Composite | Sheet metal | Composite | Sheet metal |
| Initial 2-year period | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Option year 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Option year 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Option year 3 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Option year 4 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Option year 5 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Option year 6 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |

Note: Typical work on component made of composite will involve the repair of areas less than 12 inches in diameter, and refinishing/repainting the component. Typical work on component made of sheet metal will involve replacing or repairing the skin or structural parts, and refinishing/repainting the component. Components include but are not limited to engine cowling, gearbox/transmission fairing, wing and fuselage fairing.