



National Defence

National Defence Headquarters
Ottawa, Ontario
K1A 0K2

Défense nationale

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

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

Proposal To: National Defence Canada

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

Proposition à : Défense nationale Canada

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

Comments - Commentaires

RETURN BIDS TO: RETOURNER LES SOUMISSIONS À :

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

Attention: - Attention :
Wo il Lee

Solicitation Closes - L'invitation prend fin

At - à :
2:00 PM - 14:00

On - le :
November 8, 2022 - 8 novembre 2022

Time Zone - Fuseau Horaire :
Eastern Standard Time (EST)
Heure normale de l'Est (HNE)

Title - Sujet ISO Container Administrative Movement and Maintenance Systems (ICAMMS) - Systèmes de mouvement administratif et de maintenance de conteneurs ISO (SMAMCI)	
Solicitation No. N° de l'invitation W8476-226567/A	Date of Solicitation Date de l'invitation October 6, 2022 - 6 octobre 2022
Address enquiries to: - Adresser toute demande de renseignements à : Wo il Lee Telephone No. - N° de telephone E-Mail Address - Courriel 343-572-4779 Woil.lee@forces.gc.ca	
Destination See herein - Voir aux présentes	

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

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

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

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PART 1 - GENERAL INFORMATION

1.1 Requirement

- A. The Department of National Defence (DND) has a requirement to procure fifty-six (56) ISO Container Administrative Movement and Maintenance Systems (ICAMMS) and Integrated Logistics Support for delivery to multiple Canadian Forces Bases (CFB) across Canada. The requested delivery date for all the goods and services is 730 days.
- B. The requirement is detailed under the article entitled Requirement of the resulting contract clauses in Part 6.

1.2 Security Requirements

- A. There is no security requirement associated with this bid solicitation.

1.3 Debriefings

- A. 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

- A. All instructions, clauses and conditions identified in this document and any of its attachments by number, date, and title are either:
- (i) Set out in the Standard Acquisition Clauses and Conditions (SACC) Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada; or
 - (ii) Included as attachments.

These documents are incorporated by reference and they form part of this document as though they were expressly set out here in full.

- B. 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.
- C. The 2003 (2022-03-29), Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation, with the following modification(s):
- (i) Section 02, Procurement Business Number, is deleted in its entirety;
 - (ii) Section 05, Submission of bids, subsection 3, is deleted in its entirety;
 - (iii) Section 05, Submission of bids, subsection 2, paragraph d., is deleted in its entirety and replaced with the following:
 - d. send its bid only to the location specified on page 1 of the bid solicitation or to the address specified in the bid solicitation.
 - (iv) Section 05, Submission of bids, subsection 4, is amended as follows:

Delete: 60 days
Insert: 120 days
 - (v) Section 06, Late bids, is deleted in its entirety;
 - (vi) Section 07, Delayed bids, is deleted in its entirety and replaced with the following:

07 Delayed bids
 - 1. It is the Bidder's responsibility to ensure that the Contracting Authority has received the entire submission. Misrouting or other electronic delivery issues resulting in late submission of bids will not be accepted.
 - (vii) Section 08, Transmission by facsimile or by Canada Post Corporation's (CPC) Connect service, is deleted in its entirety.
 - (viii) Section 20, Further information, subsection 2, is deleted in its entirety.

2.2 Submission of Bids

- A. Bids must be submitted only to the Department of National Defence (DND) by the date, time, and place indicated on page 1 of the bid solicitation.
- B. Due to the nature of the bid solicitation, bids transmitted by facsimile will not be accepted.

- C. Due to the nature of the bid solicitation, bids transmitted by facsimile or by Canada Post Corporation's (CPC) Connect service will not be accepted.

2.2.1 Electronic Submissions

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

2.3 Enquiries - Bid Solicitation

- A. All enquiries must be submitted in writing to the Contracting Authority no later than 7 calendar days before the bid closing date. Enquiries received after that time may not be answered.
- B. Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Technical Data Package

- A. A Technical Data Package (TDP) containing drawings or other technical documents (Section 2.1.1 of Annex A) associated with the Work is available upon request. All requests must be made to the Contracting Authority. Bidders are responsible for requesting the TDP early enough to ensure that the documents are received through regular mail before bid closing.
- B. Some documents may be identified as property or intellectual property of a third-party contractor. In all cases, either:
 - (i) The documents have been mislabelled and are, in fact, property of the Crown, or
 - (ii) The Crown has a licence or other unlimited rights to use these drawings in accordance with the Contract(s) under which the drawings were developed.

2.5 Applicable Laws

- A. Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.
- B. 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 Improvement of Requirement During Solicitation Period

- A. Should bidders consider that the specifications or Requirement contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the

Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 7 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- A. Canada requests that Bidders provide their bid in separate sections as follows:
- Section I: Technical Bid: 1 soft copy in PDF format by e-mail;
- Section II: Financial Bid: 1 soft copy in PDF format by e-mail;
- Section III: Certifications: 1 soft copy in PDF format by e-mail; and
- Section IV: Additional Information: 1 soft copy in PDF format by e-mail.
- B. Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- C. Bidders must demonstrate their compliance with the attachment to Part 4 entitled Evaluation Criteria of the bid solicitation by providing substantial information describing completely and in detail how the requirement is met or addressed. Bidders must provide with their technical bid, a document indicating clearly where the substantial information for each of the sections identified below can be found.

3.2 Section I: Technical Bid

- A. 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.
- B. 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.

3.3 Section II: Financial Bid

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

3.3.1 Electronic Payment of Invoices - Bid

- A. If you are willing to accept payment of invoices by Electronic Payment Instruments, complete the attachment to Part 3 entitled Electronic Payment Instruments, to identify which ones are accepted.
- B. If the attachment to Part 3 entitled Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.
- C. Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.3.2 Exchange Rate Fluctuation

- A. The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

3.4 Section III: Certifications

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

3.5 Section IV: Additional Information

In Section IV of their bid, bidders should provide:

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

3.5.1 Delivery Date(s)

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

3.5.1.1 Firm Goods and/or Services

A. Delivery of **ALL** the Firm Goods and Services is requested on or before 730 days from date of contract. If a longer delivery period is required, the Bidder must submit the best delivery that could be offered, in the form of either a fixed date or a period of time from contract award. Failure to submit a date or time period will be taken as acceptance of delivery within the requested timeframe.

3.5.2 Warranty Period

3.5.2.1 Manufacturer's Standard Warranty Period

A. Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the equipment and components that exceeds the minimum warranty period of 24 months. Any additional manufacturer's standard warranty such as those derived from the Original Equipment Manufacturer (OEM) for component/subassemblies will form part of the proposed contract.

3.5.2.2 Extended Warranty Period

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

ATTACHMENT 1 TO PART 3 - ELECTRONIC PAYMENT INSTRUMENTS

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

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

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

4.1.2 Financial Evaluation

4.1.2.1 Firm Goods and/or Services

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

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

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

ATTACHMENT 1 TO PART 4 - EVALUATION CRITERIA

See attached document entitled:

“TECHNICAL BID EVALUATION FOR THE WORK FOR THE ISO CONTAINER ADMINISTRATIVE MOVEMENT AND MAINTENANCE SYSTEM (ICAMMS) dated 26 May 2022”.

ATTACHMENT 2 TO PART 4 - PRICING SCHEDULE

1. General

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

2. Firm Goods and/or Services

2.1 ISO Container Administrative Movement and Maintenance Systems (ICAMMS) - Firm Unit Price(s)

- A. The Firm Unit Price(s) include(s) associated specifications, trainings (including travel & living expenses), and deliverables as per Annex A (including all the Appendixes A1 to A3), Requirement, Delivered Duty Paid (DDP) specified Delivery Point, Incoterms 2010:

Item No.	Deliverable	Destination	Firm Unit Price (A)	Quantity (B)	Sub-Total (C = A x B)
001	ICAMMS	BFC USS Valcartier Section d'équipement majeur BAT 188 (PON COMB) Garnison Valcartier Courcellette QC G0A 4Z0		11	
002	ICAMMS	CFB Edmonton ASU Major Equipment Section 195 Ave and Rhine RD Building 236 Room 108 Edmonton, AB T5J 4J5		15	
003	ICAMMS	CFB Petawawa Bldg H-110 Petawawa On K8H 2X3		18	
004	ICAMMS	3 ASG Gagetown Supply Company Major Equipment Section Bldg B10 CFB Gagetown Ormocto NB E2V 4J5		6	
005	ICAMMS	25 CF Supply Depot Montreal 6363 Notre Dame St. E. Montreal, QC H1N 1V9		6	

Total (D = sum C)	\$
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PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

5.1 General

- A. Bidders must provide the required certifications and additional information to be awarded a contract.
- B. 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.
- C. 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.

5.1.2 Certifications - Contract

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

5.2 Certifications Required with the Bid

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

5.2.1 Integrity Provisions - Declaration of Convicted Offences

- A. 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.

5.3 Certifications Precedent to Contract Award and Additional Information

- A. 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.

5.3.1 Integrity Provisions - Required Documentation

- A. In accordance with the section titled "Information to be provided when bidding, contracting, or entering into a real procurement 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.

5.3.2 Federal Contractors Program for Employment Equity - Bid Certification

- A. 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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" 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#>).

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

5.3.3 Product Conformance

- A. The Bidder certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the contract, to all technical specifications of Annex A, Requirement (including all the Appendixes A1 to A3). This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

Make: _____ Model: _____

Signature of Bidder's Authorized Representative Date

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

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

Signature of Bidder's Authorized Representative Date

5.3.5 Environmental Certification

- A. Asbestos

In accordance with the Prohibition of Asbestos and Products containing Asbestos Regulations (PAPCAR): SOR/2018-196, the Bidder/contractor must offer asbestos-free equipment.

Subject to the evaluation procedures contained in the bid solicitation, bidders/suppliers acknowledge that only bids with a certification that the equipment offered is asbestos-free will be considered.

Failure to provide this certification completed with the bid will result in the equipment offered being treated as containing asbestos and the bid non-compliant.

The Bidder certifies that:

() the equipment offered is asbestos-free.

Signature of Bidder's Authorized Representative Date

ATTACHMENT 1 to Part 5 - 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 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).
- 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)

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

- A. There is no security requirement applicable to the Contract.

6.2 Requirement

- A. The Contractor must provide the item(s) detailed under the Requirement at Annex A (including all the Appendixes A1 to A3) and the Basis of Payment at Annex B.

6.2.1 Technical Changes, Substitutes, and Alternatives

- A. Any technical changes, substitutes and alternatives proposed by the Contractor must be evaluated for acceptance by the Technical Authority. Any substitutes and alternatives must be equivalent in form, fit, function, quality and performance to what is being replaced and must be at no additional cost to Canada. Substitutes and alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A contract amendment will be issued.
- B. Should the Technical Authority not accept the substitute or the alternative and the Contractor is unable to meet the technical requirement, Canada may terminate the contract for default in accordance with the general conditions stated in the contract.

6.2.2 Procedures for Design Change or Additional Work

- A. These procedures must be followed for any design change or additional work.
- B. When Canada requests design change or additional work:
- (i) The Technical Authority will provide the Contracting Authority with a description of the design change or additional work in sufficient detail to allow the Contractor to provide the following information:
 - (a) Any impact of the design change or additional work on the requirement of the Contract;
 - (b) A price breakdown of the cost (increase or decrease) associated with the implementation of the design change or the performance of the additional work using either the form [PWGSC-TPSGC 1686 \(http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/1686-eng.html\)](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/1686-eng.html), Quotation for Design Change or Additional Work, or the form [PWGSC-TPSGC 1379 \(http://publiservice-app.pwgsc.gc.ca/forms/pdf/1379.pdf\)](http://publiservice-app.pwgsc.gc.ca/forms/pdf/1379.pdf), Work Arising or New Work; and
 - (c) A schedule to implement the design change or to perform the additional work and the impact on the contract delivery schedule;
 - (ii) The Contracting Authority will then forward this information to the Contractor; and
 - (iii) The Contractor will return the completed form to the Contracting Authority for evaluation and negotiation. Once agreement has been reached, the form must be signed by all parties in the appropriate signature blocks. This constitutes the written authorization for the Contractor to proceed with the work, and the Contract will be amended accordingly.
- C. When the Contractor requests design change or additional work:
- (i) The Contractor must provide the Contracting Authority with a request for design change or additional work in sufficient detail for review by Canada;

- (ii) The Contracting Authority will forward the request to the Technical Authority for review;
- (iii) If Canada agrees that a design change or additional work is required, then the procedures detailed in paragraph 6.18.B.i are to be followed; and
- (iv) The Contracting Authority will inform the Contractor in writing if Canada determines that the design change or additional work is not required.

D. The Contractor must not proceed with any design change or additional work without the written authorization of the Contracting Authority. Any work performed without the Contracting Authority's written authorization will be considered outside the scope of the Contract and no payment will be made for such work.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

A. [2010A](#) (2022-01-28), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract, with the following modification:

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

"Canada", "Crown", "Her Majesty" or "the Government" means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister.
- (ii) Article 09, Warranty, subsections 1 and 2 are deleted in their entirety and replaced with the following:
 1. Despite inspection and acceptance of the Work by or on behalf of Canada and without restricting any provisions of the Contract or any condition, warranty or provision imposed by law, the Contractor, if requested by Canada to do so, must replace, repair or correct, at its own option and expense any work that becomes defective or fails to conform to the requirements of the Contract, where applicable. The warranty period will be 24 months, after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.
 2. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

All other provisions of the warranty section remain in effect.

6.3.2 Existing Technical Publications - Translation

- A. The Contractor grants to Canada a non-exclusive, perpetual, irrevocable and royalty-free license to translate and reproduce for government use all or any part of the technical publications supplied with the equipment delivered under the Contract. Copyright in the translation made by Canada or by independent contractors engaged by Canada will belong to Canada.

6.3.3 Compliance with on-site measures, standing orders, policies and rules

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

6.4 Term of Contract

6.4.1 Delivery Dates

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

6.4.2 Adherence to Delivery Schedule

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

6.4.3 Delivery Points

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

6.5 Authorities

6.5.1 Contracting Authority

- A. The Contracting Authority for the Contract is:

Name: Wo il Lee
Title: Materiel Acquisition and Support Officer
Position: DLP 5-3-5
Address: Department of National Defence Headquarters
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
Telephone: 343-572-4779
E-mail: woil.lee@forces.gc.ca

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

6.5.2 Technical Authority

A. The Technical Authority for the Contract is:

[Contact information to be detailed in the resulting contract]

Name: _____
Title: _____
Position: _____
Address: Department of National Defence Headquarters
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
Telephone: _____
E-mail: _____

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

6.5.3 Contractor's Representative

[Contact information to be detailed in the resulting contract]

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

6.5.4 After Sales Service

A. The following dealer(s) and/or agent(s) is (are) authorized to provide after sales service, maintenance, and warranty repairs; and a full range of repair parts for the vehicle/equipment offered:

[Contact information to be detailed in the resulting contract]

CFB Valcartier

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

CFB Edmonton

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

CFB Petawawa

Name: _____

Title: _____
Address: _____

Telephone: _____
E-mail: _____

CFB Gagetown

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

25 CFSD

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

6.6 Payment

6.6.1 Basis of Payment

6.6.1.1 Firm Unit Price(s)

A. In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s), as specified in Annex B for a cost of \$[amount to be detailed in the resulting contract]. Customs duties are included and Applicable Taxes are extra.

6.6.2 Limitation of Price

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

6.6.3 Method of Payment

6.6.3.1 Multiple Payments

- A. Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:
- (i) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) all such documents have been verified by Canada; and
 - (iii) the Work delivered has been accepted by Canada.

6.6.3.2 Milestone Payments Schedule

Milestone	Description	Value	Lot	Firm Milestone Amount
1	Upon final acceptance of DID SE-102 FATP (A3.7)	3% of Annex B, 2.2, Items 001 to 005	1	\$ [to be detailed in the resulting contract]
2	Upon final acceptance of DID SE-101 RVM (A3.6) and DID SE-103 FATR (A3.8)	3% of Annex B, 2.2, Items 001 to 005	1	\$ [to be detailed in the resulting contract]
3	Upon final acceptance of the following DIDs: SE-104 (A3.9) ILS-201 (A3.10) ILS-202 (A3.11) ILS-203 (A3.12) ILS-204 (A3.13) ILS-205 (A3.14) ILS-206 (A3.15) ILS-207 (A3.16)	4% of Annex B, 2.2, Items 001 to 005	1	\$ [to be detailed in the resulting contract]
4	Upon equipment delivery and acceptance at CFB Valcartier	85% of Annex B, 2.2, Item 001	1	\$ [to be detailed in the resulting contract]
5	Upon equipment delivery and acceptance at CFB Edmonton	85% of Annex B, 2.2, Item 002	1	\$ [to be detailed in the resulting contract]
6	Upon equipment delivery and acceptance at CFB Petawawa	85% of Annex B, 2.2, Item 003	1	\$ [to be detailed in the resulting contract]
7	Upon equipment delivery and acceptance at CFB Gagetown	85% of Annex B, 2.2, Item 004	1	\$ [to be detailed in the resulting contract]
8	Upon equipment delivery and acceptance at 25 CFSD, Montreal	85% of Annex B, 2.2, Item 005	1	\$ [to be detailed in the resulting contract]
9	Delivery of last deliverable The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all Work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.	5% of Annex B, 2.2, Items 001 to 005	1	\$ [to be detailed in the resulting contract]

6.6.4 Electronic Payment of Invoices

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

[List to be updated in the resulting contract]

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

6.7 Invoicing

6.7.1 Invoicing Instructions

A. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

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

- (i) The serial number(s);
- (ii) A copy of proof(s) of training
- (iii) A copy of the release document and any other documents as specified in the Contract;
- (iv) A copy of the quarterly progress report;
- (v) A description of the Work delivered; and
- (vi) A breakdown of the cost elements.

C. Invoices must be distributed as follows:

- (i) The invoice along with any required supporting documentation must be forwarded to the Contracting Authority for certification and payment at:

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

- (ii) By submitting a .pdf copy, the Contractor certifies that the .pdf copy of each invoice will be considered as the original invoice. In addition, the Contractor must indicate the contract number and name of the Contracting Authority in its covering e-mail.

6.8 Certifications and Additional Information

6.8.1 Compliance

A. Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

6.9 Applicable Laws

- A. The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario **or as specified by the bidder in its bid, if applicable**.

6.10 Priority of Documents

- A. 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:
- (i) The Articles of Agreement;
 - (ii) The General Conditions 2010A (2022-01-28), General Conditions - Goods (Medium Complexity);
 - (iii) Annex A, Requirement;
 - (iv) Annex B, Basis of Payment; and
 - (v) the Contractor's bid dated [date to be specified in the resulting contract], as clarified on [date to be specified in the resulting contract, if required], and as amended on [date to be specified in the resulting contract, if required].

6.11 Defence Contract

- A. The Contract is a defence contract within the meaning of the Defence Production Act, R.S.C. 1985, c. D-1 (<http://laws-lois.justice.gc.ca/eng/acts/d-1/>), and must be governed accordingly.
- B. Title to the Work or to any materials, parts, work-in-process or finished work must belong to Canada free and clear of all claims, liens, attachments, charges or encumbrances. Canada is entitled, at any time, to remove, sell or dispose of the Work or any part of the Work in accordance with section 20 of the Defence Production Act.

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

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

6.12 Foreign Nationals (Canadian Contractor)

- A. The Contractor must comply with Canadian immigration requirements applicable to foreign nationals entering Canada to work temporarily in fulfillment of the Contract. If the Contractor wishes to hire a foreign national to work in Canada to fulfill the Contract, the Contractor should immediately contact the nearest Service Canada regional office to enquire about Citizenship and Immigration Canada's requirements to issue a temporary work permit to a foreign national. The Contractor is responsible for all costs incurred as a result of non-compliance with immigration requirements.

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

6.12 Foreign Nationals (Foreign Contractor)

- A. The Contractor must comply with Canadian immigration legislation applicable to foreign nationals entering Canada to work temporarily in fulfillment of the Contract. If the Contractor wishes to hire a foreign national to work in Canada to fulfill the Contract, the Contractor should immediately contact the nearest Canadian Embassy, Consulate or High Commission in the Contractor's country to obtain instructions, information on Citizenship and Immigration Canada's requirements and any required documents. The Contractor is responsible to ensure that foreign nationals have the required information, documents and authorizations before performing any work under the Contract in Canada. The Contractor is responsible for all costs incurred as a result of non-compliance with immigration requirements.

6.13 Insurance - No Specific Requirement

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

6.14 Inspection and Acceptance

- A. The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Requirement and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

6.15 Post-Contract Award Meeting

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

6.16 ISO 9001:2015 Quality Management Systems - Requirements (Quality Assurance Code Q)

- A. In the performance of the Work described in the Contract, the Contractor must comply with the requirements of *ISO 9001:2015 - Quality management systems - Requirements*, published by the International Organization for Standardization (ISO), current edition at date of submission of Contractor's bid.
- B. It is not intended that the Contractor be registered to ISO 9001; however, the Contractor's quality management system must address all requirements appropriate to the scope of the Work. Only exclusions in accordance with clause 1.2 of ISO 9001 are acceptable.

6.16.1 Assistance for Government Quality Assurance (GQA)

- A. The Contractor must provide the Quality Assurance Representative (QAR) with the accommodation and facilities required for the proper accomplishment of GQA and must provide any assistance required by the QAR for evaluation, verification, validation, documentation or release of product.
- B. The QAR must have the right of access to any area of the Contractor's or subcontractor's facilities where any part of the Work is being performed. The QAR must be afforded unrestricted opportunity to evaluate and verify Contractor conformity with quality system procedures and to validate product conformity with the requirements of the Contract. The Contractor must make available for reasonable use by the QAR the equipment necessary for all validation purposes. Contractor personnel must be made available for operation of such equipment as required.
- C. When the QAR determines that GQA is required at a subcontractor's facilities, the Contractor must provide for this in the purchasing document and forward copies to the QAR, together with relevant technical data as the QAR may request.
- D. The Contractor must notify the QAR of non-conforming product received from a subcontractor when the product has been subject to GQA.
- E. For the design, development or maintenance of software, the Contractor must interpret the requirements of *ISO 9001:2015 "Quality management systems - Requirements"*, according to the guidelines of the latest issue (at contract date) of *ISO/IEC 90003:2014 "Software engineering - Guidelines for the application of ISO 9001:2008 to computer software"*.

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

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

6.17 Quality assurance authority (Department of National Defence): Canadian-based contractor

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

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

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

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

- C. The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the material or services provided conform to the requirements of the Contract.
- D. The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.
- E. Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for three years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

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

6.17 Quality Assurance Authority (Department of National Defence): Foreign-based and United States Contractor

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

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

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

- C. Where no official arrangements for mutual GQA have been concluded, the Department of National Defence will arrange for the GQA services to be conducted by a National Quality Assurance Authority acceptable to the Director of Quality Assurance. If the GQA services must be provided on a cost-recovery basis, the costs for the services must be accrued against the Contract and be discharged through separate invoicing.
- D. The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the materiel or services provided conform to the requirements of the Contract.
- E. The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.
- F. Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for 3 years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

6.18 Quality Assurance Document

- A. The Contractor must ensure that a packing note and copies of the quality assurance document accompany each shipment. They must be enclosed in a waterproof envelope fastened to the last package of the shipment or inside the last package, which is to be marked to indicate the enclosures. In the case of a carload shipment, they must be fastened to the inside door frame of the railway car.

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

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

6.19 Release documents (Department of National Defence): Canadian-based contractor

- A. Unless otherwise directed by the Department of National Defence (DND) Quality Assurance Authority, the signature of the DND Quality Assurance Representative on the release document is not required.
- B. Material must be released for shipment using either DND form CF 1280, Certificate of Release, Inspection and Acceptance, or a release document containing the same information. The Contractor must prepare the release document(s).
- C. For return of repair and overhaul material to the Defence Supply Chain, use forms DND 2227/DND 2228 in lieu of DND form CF 1280.

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

6.19 Release Documents (Department of National Defence): United States-based Contractor

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

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

6.19 Release Documents (Department of National Defence): Foreign-based Contractor

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

6.20 Release Documents - Distribution

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

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

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

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

DQA/Contract Administration
National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A OK2

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

6.21 Material

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

6.22 Interchangeability

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

6.23 Recall Notices

- A. All recall notices must be forwarded to the Technical Authority identified in this Contract.

6.24 Packaging

- A. The methods used for preservation and packaging must be in conformity with the Contractor's normal standard for domestic shipment or, if necessary, with standards for overseas shipment as below deck cargo.

6.25 Wood packaging materials

- A. All wood packaging materials used in shipping must conform to the [International Standards for Phytosanitary Measures No. 15: Regulation of Wood Packaging Material in International Trade \(ISPM 15\)](https://www.ippc.int/en/core-activities/standards-setting/ispms/) (<https://www.ippc.int/en/core-activities/standards-setting/ispms/>).
- B. Pertinent additional information on Canada's import and export programs is provided in the following Canadian Food Inspection Agency policy directives:

- (i) D-98-08 - [Entry Requirements for Wood Packaging Materials Produced in All Areas Other Than the Continental United States](http://www.inspection.gc.ca/plants/plant-protection/directives/forestry/d-98-08/eng/1323963831423/1323964135993) (<http://www.inspection.gc.ca/plants/plant-protection/directives/forestry/d-98-08/eng/1323963831423/1323964135993>); and
- (ii) D-13-01 - [Canadian Heat Treated Wood Products Certification Program \(HT Program\)](http://www.inspection.gc.ca/plants/forestry/exports/ht-program/eng/1319462565070/1319462677967) (<http://www.inspection.gc.ca/plants/forestry/exports/ht-program/eng/1319462565070/1319462677967>).

6.26 Preparation for Delivery

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

6.27 Delivery of Dangerous Goods/Hazardous Products

- A. The Contractor must mark dangerous goods/hazardous products which are classed as dangerous/hazardous as follows:
 - (i) shipping container - in accordance with the [Transportation of Dangerous Goods Act](http://laws-lois.justice.gc.ca/eng/acts/T-19.01/), 1992, c. 34 (<http://laws-lois.justice.gc.ca/eng/acts/T-19.01/>); and
 - (ii) immediate product container - in accordance with the [Hazardous Products Act](http://laws-lois.justice.gc.ca/eng/acts/H-3/), R.S., 1985, c. H-3 (<http://laws-lois.justice.gc.ca/eng/acts/H-3/>).
- B. The Contractor must provide bilingual Safety Data Sheets, indicating the NATO Stock Number as follows:
 - (i) 2 hard copies:
 - (a) 1 copy to be enclosed with the shipment, and
 - (b) 1 copy to be mailed to:

National Defence Headquarters
MGen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
Attention: DSCO 5-4-2
 - (ii) 1 copy sent in any electronic format to the following address: MSDS-FS@FORCES.GC.CA.
- C. The Contractor will be responsible for any damages caused by improper packaging, labelling or carriage of dangerous goods/hazardous products.
- D. The Contractor must ensure they adhere to all levels of regulations regarding dangerous goods/hazardous products as set forth by federal, provincial, and municipal laws and by-laws.
- E. The Contractor must contact the consignee (i.e. Supply Depot Traffic Section) at least 48 hours before shipping dangerous goods/hazardous products in order to schedule a receiving time.

6.28 Tools and Loose Equipment

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

6.29 Delivery and Unloading

- A. Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility.
- B. When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel.
- C. At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel.

6.30 Incomplete Assemblies

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

6.31 Work Site Access

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

6.32 Canadian Forces Site Regulations

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

6.33 Labelling

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

6.34 Progress Reports

- A. The Contractor must submit quarterly reports, in electronic format, on the progress of the Work, to both the Technical Authority and the Contracting Authority.
- B. The progress report must contain three parts:
 - Part 1: The Contractor must answer the following three questions:
 - i. Is the project on schedule?
 - ii. Is the project within budget?
 - iii. Is the project free of any areas of concern in which the assistance or guidance of Canada may be required?Each negative response must be supported with an explanation.
 - Part 2: A narrative report, brief, yet sufficiently detailed to enable the Technical Authority to evaluate the progress of the Work, containing as a minimum:
 - i. A description of the progress of each task and of the Work as a whole during the period of the report. Sufficient sketches, diagrams, photographs, etc., must be included, if necessary, to describe the progress accomplished.
 - ii. An explanation of any variation from the work plan.
 - iii. A description of trips or conferences connected with the Contract during the period of the report.
 - iv. A description of any major equipment purchased or constructed during the period of the report.
 - Part 3: The "Contract Plan and Report Form", PWGSC-TPSGC 9143, (or an equivalent form acceptable to the Contracting Authority) showing the following:
 - i. Actual and forecast expenditure on a monthly basis for the period being covered. (Expenditures are to be outlined by month and by task.)

- ii. Progress of the Work against the Contractor's original Contract Plan (instructions for showing the above on the Contract Plan are detailed in Annex "A" attached). The form will provide the basis for planning and estimating the cost of work, and reporting actual progress and cost against the plan during contract performance.

6.35 United States Military Specifications and Standards

- A. The Contractor is responsible for obtaining copies of all United States (US) military specifications and standards which may be applicable to the requirement. These specifications and standards are available commercially, or may be obtained by visiting the US Department of Defence Website, at the following address: [US Department of Defence \(http://www.defense.gov/\)](http://www.defense.gov/).

6.36 North Atlantic Treaty Organization Codification - Data Requirements

- A. The Contractor must provide the Department of National Defence (DND), which is the National Codification Bureau (NCB) for Canada, sufficient technical data to permit the Director, Supply Chain Operations (DSCO) to classify, codify and describe new items being introduced into the Canadian Government Cataloguing System.
- B. Technical data for each item may include the manufacturer's engineering drawing (minimum level 2), standard, specification and/or data specification sheet (brochure). Regardless of which of these formats is provided, the data must clearly provide the following, as applicable:
 - i) the name and address of the true manufacturer, or Design Control Authority;
 - ii) the manufacturer's unique part number;
 - iii) the physical characteristics (material, dimensions, tolerances);
 - iv) performance data (i.e. functional and operating requirements such as speed, load);
 - v) electrical and/or electronic characteristics;
 - vi) mounting requirements;
 - vii) special features which contributed to the uniqueness of the item(s);
 - viii) the end item application; and, if applicable
 - ix) manufacturer's unique bar code number.
- C. Technical descriptive data are not required for items that are identified in a Canadian or United States government specification or in a Military Standard which completely describes the item.
- D. The Contractor is responsible for advising DND Technical Authority and the NCB (DSCO 5) of any proprietary data or restrictions imposed on the release of its technical data to government entities in Canada or abroad.
- E. In the event of disputes regarding the acceptability of technical data submitted by the Contractor, the ruling of the NCB (DSCO) must prevail.
- F. The Contractor is ultimately responsible, under the conditions of the Contract, for the provision of the technical data for all of the items identified in the Contract. The Contractor must include the terms of this clause in any subcontracts, to ensure the availability of the technical data to DND and the NCB (DSCO).
- G. For end items procured by the Contractor from a subcontractor or supplier, the Contractor must provide the name of the actual manufacturer and their unique identifying part number along with all necessary technical documentation, and their bar code number if available.
- H. The Contractor must submit all data to the DND Technical Authority at least sixty (60) days before delivery of the equipment. Items must not be released for shipment unless identified with a NATO Stock Number provided for in the Contract, or unless specifically authorized by the Contracting Authority.
- I. The Contractor must contact the DSCO for any further clarification of the codification technical data requirements at:
National Defence Headquarters

Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
Attention: Director Supply Chain Operations (DSCO)

6.37 Dispute Resolution Services

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

ANNEX A - REQUIREMENT

See attached document(s) entitled:

“STATEMENT OF WORK FOR THE ISO CONTAINER ADMINISTRATIVE MOVEMENT AND MAINTENANCE SYSTEM (ICAMMS) dated 26 May 2022”.

ANNEX B - BASIS OF PAYMENT

1. General

A. All prices and costs are in Canadian Dollars, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

2. Firm Goods and/or Services

2.1 ISO Container Administrative Movement and Maintenance Systems (ICAMMS)

A. **PRICING** must be firm all-inclusive pricing. The Firm Unit Price(s) include(s) associated specifications, trainings (including travel & living expenses), and deliverables as per Annex A, Requirement (including all the Appendixes A1 to A3), Delivered Duty Paid (DDP) specified Delivery Point, Incoterms 2010:

Item No.	Deliverable	Destination	Firm Unit Price (A)	Quantity (B)	Sub-Total (C = A x B)
001	Equipment Delivery - 2 Div – CFB EFD Valcartier	BFC USS Valcartier Section d'équipement majeur BAT 188 (PON COMB) Garnison Valcartier Courcelette QC G0A 4Z0		11	
002	Equipment Delivery - 3 Div – CFB EFD Edmonton	CFB Edmonton ASU Major Equipment Section 195 Ave and Rhine RD Building 236 Room 108 Edmonton, AB T5J 4J5		15	
003	Equipment Delivery - 4 Div – CFB Petawawa	CFB Petawawa Bldg H-110 Petawawa On K8H 2X3		18	
004	Equipment Delivery - 5 Div – CFB Gagetown	3 ASG Gagetown Supply Company Major Equipment Section Bldg B10 CFB Gagetown Ormocto NB E2V 4J5		6	
005	Equipment Delivery - 25 CFSD, Montreal	25 CF Supply Depot Montreal 6363 Notre Dame St. E. Montreal, QC H1N 1V9		6	

TECHNICAL BID EVALUATION FOR THE

ISO CONTAINER ADMINISTRATIVE MOVEMENT AND MAINTENANCE SYSTEM (ICAMMS)

ATTACHMENT 1 TO PART 4 - EVALUATION CRITERIA

NOTICE



This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document must continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer

ATTACHMENT 1 TO PART 4 - EVALUATION CRITERIA

Bidder Information

Bidder Name:
 Proposal Date:
 Proposed Make and Model:

1.1 Mandatory Technical Criteria (ISO Container Administrative Movement and Maintenance Systems (ICAMMS))

A. Where the specification paragraphs below indicate “Substantial Information”, the “Substantial Information” describing completely and in detail how the requirement is met or addressed must be supplied for each performance requirement/specification.

B. Bidder is requested to indicate the document name/title and page number where the Substantial Information can be found.

Technical Mandatory Criteria			
PD Reference	PD Requirement	Bid Evaluation Requirement	Location in Bid Proposal
Annex A para 4.1.1	M1. Industry Acceptability - The ICAMMS design must have demonstrated industry acceptability by having been manufactured and sold commercially for at least 2 years, or be manufactured by a company that has at least 5 years’ experience in design and manufacturing of a comparable type of equipment of equivalent or greater complexity.	The Bidder must provide client information for industry acceptability and/or experience as specified in the Annex A. Client information must include: - Client name and location - Contact Information - Year completed - List of make(s)/model(s).	
Annex A, para A1.2.1	M2 A1.2.1 The ICAMMS must be operable by any combination of two operators ranging from 5th percentile female to 100th percentile male, as defined in MIL-STD-1472G, including during set-up and teardown.	The Bidder must provide substantive information in support of this requirement.	
Annex A, para A1.3.1	M3. The ICAMMS must lift and tow a variety of ISO container sizes, specifically the following container designations as defined in ISO 668: 1AAA 1C 1D	The Bidder must provide substantive information in support of this requirement.	

	1F (1460 mm long x 2438 mm high x 2438 mm wide)		
Annex A para A1.3.6	M4 The ICAMMS must incorporate an integral lifting system to raise the ISO container to 450 mm or more above grade, as measured from the bottom surface of the ISO container.	The Bidder must provide substantive information in support of this requirement.	
Annex A, para A1.4.3	M5 The ICAMMS must manually lift and tow ISO containers with a gross weight of 16 500 kg, at a minimum speed of 5 km/h, for a distance of up to 10 km on paved roads, without damage to the ICAMMS or ISO Container.	The Bidder must provide substantive information in support of this requirement.	
Annex A, para A1.6.1	M6 The ICAMMS must consolidate to a single, self-supporting assembly for storage and transportation	The Bidder must provide substantive information in support of this requirement.	

STATEMENT OF WORK

FOR THE

ISO CONTAINER ADMINISTRATIVE MOVEMENT

AND MAINTENANCE SYSTEM

(ICAMMS)



NOTICE

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AVIS

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1.0 SCOPE

1.1 Objective

- 1.1.1 The Department of National Defense has a requirement to procure 56 ISO Container Administrative Movement and Maintenance System (ICAMMS). The purpose of this Statement of Work (SOW) is to define the requirements for the ICAMMS to be delivered IAW this SOW.

1.2 Background

- 1.2.1 The Canadian Armed Forces (CAF) uses a shelter system constructed from ISO containers. These containers range from 10 ft. in length to 20 ft. in length, and weigh up to 10,000 kg. In addition to the shelter system, the CAF also uses 40 ft. length containers weighing up to 16,500 kg for storage and transport. These containers have a requirement for an effective ICAMMS that can provide a deployable capability for the administrative movement of ISO Containers without the use of a forklift or crane.

1.3 Intended Use

- 1.3.1 The ICAMMS will be capable of local, short distance administrative movement of ISO Containers.
- 1.3.2 The ICAMMS will be deployed to varied locations, both domestically and overseas, from bases and garrisons, airfield tarmac, and gravel compounds in Forward Operating Bases.
- 1.3.3 The ICAMMS will support container transfers between units in garrison, movement to and from maintenance facilities and loading and offloading containers from certain types of trailers, aircraft or roll-on / roll-off naval platforms.
- 1.3.4 The ICAMMS will be subjected to repeated periods of sustained, rugged military usage, extended inactivity, storage and/or transport.
- 1.3.5 The envisioned concept of operation for ICAMMS is as follows:
 - 1.3.5.1 Two or more operators will deploy the ICAMMS from a stowed configuration to its carrying configuration.
 - 1.3.5.2 The operators will bring the ICAMMS close to the container to be lifted (depending on the distance, it may be towed to the container by the towing vehicle).
 - 1.3.5.3 The operators will install the ICAMMS on the ISO container, and use the integrated lifting system to raise the container.
 - 1.3.5.4 The operators will attach the front of the ICAMMS system to a compatible in-service CAF vehicle and allow the raised container to be moved to a new location.
 - 1.3.5.5 The operators will lower the container to the ground. The operators will then disconnect the ICAMMS, and return it to a carrying configuration.

1.3.5.6 The total duration of the attachment, lifting, lowering and removing tasks should not exceed two (2) hours.

1.4 **Acronyms and Abbreviations**

ACA	(Calendar days) After Contract Award
CA	Contracting Authority
CAF	Canadian Armed Forces
CDRL	Contract Data Requirements List
CFB	Canadian Forces Base
CSA	Canadian Standards Association
DID	Data Item Description
DND	Department of National Defence
EEA	Equipment Environmental Assessment
FAT	First Article Test
FATP	First Article Test Plan
FATR	First Article Test Report
IAW	In Accordance With
ICAMMS	ISO Container Administrative Movement and Maintenance System
ICT	Initial Cadre Training
ILS	Integrated Logistics Support
ISO	International Organization for Standardization
KO	Kick Off
NATO	North Atlantic Treaty Organization
NCAGE	NATO Commercial and Government Entity
NSN	NATO Stock Number
OEM	Original Equipment Manufacturer
OQRC	Operator Quick Reference Card
PA	Procurement Authority
PCB	Polychlorinated Biphenyls
PPB	Provisioning Parts Breakdown
RVM	Requirements Verification Matrix
SDS	Safety Data Sheet
SE	Systems Engineering
SMP	Standard Military Pattern
SOW	Statement of Work
SPTD	Supplementary Provisioning Technical Documentation
TA	Technical Authority

TEU	Twenty Foot Equivalent Unit
UID	Unique Identifier
UII	Unique Item Identifier
WHIMS	Workplace Hazardous Materials Information System

2.0 APPLICABLE DOCUMENTS

2.1 References

2.1.1 Whereas mentioned, the following Standards must be used for the preparation of deliverables to the extent specified in this SOW.

GOVERNMENT FURNISHED INFORMATION

<u>REFERENCE NUMBER</u>	<u>PROMULGATION DATE</u>	<u>REFERENCE TITLE</u>
A-LM-505-702/JS-001	2020-05-30	UNIQUE IDENTIFICATION AND STANDARDIZED MARKING OF SERIALLY MANAGED MATERIEL
C-01-100-100/AG-005	2019-06-30	POLICY/MANAGEMENT PROCEDURES AND GUIDELINES ACCEPTANCE OF COMMERCIAL AND FOREIGN GOVERNMENT PUBLICATIONS AS ADOPTED PUBLICATIONS
C-01-100-100/AG-006	2018-08-31	POLICY/MANAGEMENT PROCEDURES AND GUIDELINES WRITING FORMAT, AND PRODUCTION OF TECHNICAL PUBLICATIONS
C-01-100-100/AG-008	2018-08-01	POLICY/MANAGEMENT PROCEDURES AND GUIDELINES SPECIFICATION WRITER'S GUIDE FOR TECHNICAL DOCUMENTATION
D-01-100-204/SF-000	2018-08-31	PREPARATION OF PREVENTIVE MAINTENANCE INSTRUCTIONS
D-01-100-205/SF-000	2000-10-31	SPECIFICATION – PREPARATION OF CORRECTIVE MAINTENANCE INSTRUCTION
D-01-100-207/SF-002	1996-07-12	SPECIFICATION – PREPARATION OF INTERIM ILLUSTRATED PARTS MANUALS FOR LAND EQUIPMENTS
D-01-100-214/SF-000	2020-09-30	CANADIAN FORCES SPECIFICATIONS – PREPARATION OF PROVISIONING DOCUMENTATION FOR CANADIAN ARMED FORCES EQUIPMENT
D-02-002-001/SG-001	2021-06-30	CANADIAN FORCES STANDARD – IDENTIFICATION MARKING OF DEPARTMENT OF NATIONAL DEFENCE MATERIEL
D-LM-008-001/SF-001	1986-06-30	METHODS OF PACKAGING
D-LM-008-002/SF-001	1991-08-01	SPECIFICATION FOR MARKING FOR STORAGE AND SHIPMENT
D-LM-008-011/SF-001	1988-11-10	PREPARATION AND USE OF PACKAGING REQUIREMENTS CODES
D-LM-008-036/SF-000	2020-09-30	CANADIAN FORCES SPECIFICATIONS – DEPARTMENT OF NATIONAL DEFENCE MINIMUM REQUIREMENTS FOR COMMERCIAL PACKAGING

COMMERCIALLY AVAILABLE

<u>REFERENCE NUMBER</u>	<u>PROMULGATION DATE</u>	<u>REFERENCE TITLE</u>
AMS-STD-595	LATEST EDITION	COLORS USED IN GOVERNMENT PROCUREMENT
BS EN 1494	LATEST EDITION	MOBILE OR MOVABLE JACKS AND ASSOCIATED LIFTING EQUIPMENT
ISO 3874	LATEST EDITION	SERIES 1 FREIGHT CONTAINERS – HANDLING AND SECURING
ISO 668	LATEST EDITION	SERIES 1 FREIGHT CONTAINERS – CLASSIFICATION, DIMENSIONS AND RATINGS
MIL-STD-810H	LATEST EDITION	ENVIRONMENTAL ENGINEERING CONSIDERATIONS AND LABORATORY TESTS
MIL-STD-1472	LATEST EDITION	HUMAN ENGINEERING
SOR/2008-273	LATEST EDITION	PCB REGULATIONS
SOR/2012-285	LATEST EDITION	PROHIBITION OF CERTAIN TOXIC SUBSTANCES REGULATIONS
SOR/2014-254	LATEST EDITION	PRODUCTS CONTAINING MERCURY REGULATIONS
SOR/2018-196	LATEST EDITION	PROHIBITION OF ASBESTOS AND PRODUCTS CONTAINING ASBESTOS REGULATIONS

2.2 Order of Precedence

- 2.2.1 In the event of conflict between the content in this SOW and the referenced documents, the content of this SOW will take precedence.
- 2.2.2 Nothing in this document, however, supersedes applicable laws and regulations unless a specific exemption has been obtained.

3.0 PROJECT MANAGEMENT

3.1 Project Management Capability

- 3.1.1 The Contractor must establish, provide and maintain a project management capability to plan, execute and control all Work IAW cost, schedule and performance requirements of the ICAMMS Contract to:
 - 3.1.1.1 Co-ordinate with Canada; and
 - 3.1.1.2 Plan and control the work of subcontractors.
- 3.1.2 The Contractor's Project Manager must be the primary point of contact with the Technical Authority and Contract Authority for all issues related to the Work and Contract.
- 3.1.3 The Contractor's Project Manager must be present at the Kick-off Meeting, and at other meetings when requested by Canada. If the Project Manager does not have final approval authority for decision making and changes, then the person that has that final approval authority must also be present.

3.2 System Engineering Management Capability

- 3.2.1 The Contractor must make use of an accredited professional engineer to approve and stamp any designs or certifications.

3.3 Project Meetings

- 3.3.1 Kick-off Meeting
 - 3.3.1.1 The Contractor must organize and chair a kick-off meeting no later than within 28 days following the contract award, and secure a common understanding of the following:
 - 3.3.1.1.1 The requirements of the Contract;
 - 3.3.1.1.2 The requirements of the SOW;
 - 3.3.1.1.3 General overview of the project, risks, schedule and communication channels to follow, and
 - 3.3.1.1.4 Other contractual and programmatic issues associated with the project as agreed between the TA, CA and the Contractor.
 - 3.3.1.2 This meeting may take place via videoconference.
 - 3.3.1.3 Other Meetings
 - 3.3.1.4 The Contractor and the TA may schedule informal reviews, such as in-person meetings, teleconferences, video conferences, briefings and technical interchange meetings, to help achieve the requirements of the Contract.
 - 3.3.1.5 Refer to Meeting Documentation requirements found at ANNEX A para. 3.3.2.

3.3.2 Meeting Documentation

3.3.2.1 The Contractor must provide the Meeting Agenda(s) IAW CDRL ICAMMS-PM-001 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-PM-001 at Appendix A3.3 to ANNEX A.

3.3.2.2 The Contractor must record, prepare, and provide the Meeting Minutes of each meeting IAW CDRL ICAMMS-PM-002 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-PM-002 at Appendix A3.4 to ANNEX A.

3.3.2.3 No change in the interpretation of the SOW, Technical Specification, cost, and schedule, as defined in the Contract, may be authorized by the minutes of a meeting. Such changes will require formal contract amendment by the CA.

4.0 Technical Requirements

4.1 Standard Design

4.1.1 Industry Acceptability - The ICAMMS design must have demonstrated industry acceptability by having been manufactured and sold commercially for at least 2 years, or be manufactured by a company that has at least 5 years' experience in design and manufacturing of a comparable type of equipment of equivalent or greater complexity.

4.1.2 Measurements – Values for labels and indicators provided with equipment must be presented in metric units, or must have both imperial and metric units with metric dominant.

4.2 System Description

4.2.1 The ICAMMS must be portable, structurally self-supporting above ground and fully operable on level ground.

4.2.2 The ICAMMS must achieve its task 99% of times, without essential function failure / unscheduled corrective maintenance, and with manufacturer's recommended preventive maintenance performed.

4.2.3 The ICAMMS must share at least 90% of its parts with a currently in-service and commercially available ISO container lifting device.

4.2.4 The ICAMMS must conform to the detailed technical requirements listed in Appendix A1.

4.3 Requirements Verification Matrix (RVM)

4.3.1 The Contractor must provide an RVM IAW CDRL ICAMMS-SE-101 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-SE-101 at Appendix A3.6 to ANNEX A.

4.3.2 The Contractor must utilize the Technical Specification(s) at Appendix A1.0 to ANNEX A, to develop the RVM and demonstrate compliance to the Technical Specification.

4.4 First Article Test

4.4.1 First Article Unit

4.4.1.1 The Contractor must reserve the first article for First Article Test.

- 4.4.1.2 The first article must consist of a complete ICAMMS as specified in this SOW and associated Appendices.
- 4.4.1.3 The first article must be manufactured using the established procedures, processes, personnel, materials, and facilities of a full production unit.
- 4.4.2 First Article Test Plan (FATP)
 - 4.4.2.1 The Contractor must provide an FATP IAW CDRL ICAMMS-SE-102 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-SE-102 at Appendix A3.7 to ANNEX A.
 - 4.4.2.2 The FAT must not commence until notification is received from the TA that the FATP has been approved.
- 4.4.3 First Article Test
 - 4.4.3.1 The Contractor must subject the first article to all requirements IAW the approved FATP.
 - 4.4.3.2 The Contractor must complete First Article Test at Contractor's facility.
 - 4.4.3.3 The Contractor must provide one (1) 1C or 1CC configuration container and one (1) 1AAA container, both loaded to gross weights of 16,500 kg, for all applicable FAT tests.
 - 4.4.3.4 The Contractor must coordinate access to First Article Test for DND witnesses, including but not limited to the Technical Authority and Contracting Authority.
- 4.4.4 First Article Test Report (FATR)
 - 4.4.4.1 The Contractor must provide an FATR IAW CDRL ICAMMS-SE-103 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-SE-103 at Appendix A3.8 to ANNEX A.
 - 4.4.4.2 A written notice of approval or rejection of the FATR will be provided to the Contractor by the TA.
 - 4.4.4.3 If the FAT is rejected, the Contractor must resolve deficiencies with the equipment and, if requested by the TA, repeat any or all FATP requirements.
 - 4.4.4.4 All costs related to First Article re-work or re-tests must be borne by the Contractor.
- 4.4.5 Delivery of the First Article
 - 4.4.5.1 Upon acceptance of the FATR, the Contractor must re-work and re-condition the First Article to the newly manufactured condition (up to and including paint touch ups).
 - 4.4.5.2 The reconditioned first article must be delivered to Canada as part of the final End Item Deliverables.

4.5 Delivery of ICAMMS Equipment

- 4.5.1 Upon acceptance of the FATR, the Contractor must deliver ICAMMS systems IAW the quantities and delivery destination specified in Annex B of the Request for Proposal.
- 4.5.2 The Contractor must deliver ICAMMS equipment with an initial allotment of Preventive Maintenance Spare Parts.
- 4.5.3 The Contractor must include, in the initial allotment of Preventive Maintenance Spare Parts, those components necessary for known preventive maintenance cycles for the first 24 months of service (less fluids).
- 4.5.4 End Item Deliverable Contents List

Item	Deliverable	Quantity	Reference
1	ICAMMS SYSTEM, including (per system):	56	4.2.4
1.1	ICAMMS assembly	1/system	4.2.4
1.2	ICAMMS stowage rack (if required)	1/system	A1.6.1
1.3	ICAMMS storage protective tarp	1/system	A1.6.7
1.4	Quick Reference Check List (hard copy)	1/system	5.2.1.2
1.5	Technical Manual (hard Copy)	1/system	5.2.1.1
1.6	Initial Allotment of Preventive Maintenance Spare Parts	1 kit/system	4.5.2

5.0 INTEGRATED LOGISTICS SUPPORT (ILS)

5.1 Provisioning Data

- 5.1.1 The Contractor must provide an PPB IAW CDRL ICAMMS-ILS-204 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-ILS-204 at Appendix A3.13 to ANNEX A.
- 5.1.2 The Contractor must provide SPTD IAW CDRL ICAMMS-ILS-205 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-ILS-205 at Appendix A3.14 to ANNEX A. SPTD, as prepared by the actual manufacturer of the item, is required for the codification and cataloging of all items listed as recommended for procurement in the PPB.

5.2 Publications and Technical Data

- 5.2.1 The following publications and technical data must be provided:
 - 5.2.1.1 Technical Manual - The Contractor must provide a Technical Manual IAW CDRL ICAMMS-ILS-206 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-ILS-206 at Appendix A3.15 to ANNEX A. The Technical Manual will include operating instructions, preventive and corrective maintenance instructions, storage and preservation instructions (if required) and Illustrated Parts List.
 - 5.2.1.2 Operator's Quick Reference Card (OQRC) The Contractor must provide a Technical Manual IAW CDRL ICAMMS-ILS-207 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-ILS-207 at Appendix A3.16 to ANNEX A. The OQRC will provide essential instructions for the safe set-up and operation of the equipment.

5.2.2 Manual Delivery with Equipment

- 5.2.2.1 One (1) complete set of manuals (ICAMMS Technical Manual, OQRC) must accompany each Equipment, shipped to each location.

5.3 Training

5.3.1 Master Lesson Plans

- 5.3.1.1 The Contractor must provide a Master Lesson Plan(s) IAW CDRL ICAMMS-ILS-208 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-ILS-208 at Appendix A3.17 to ANNEX A.
- 5.3.1.2 The Contractor must develop the Master Lesson plans such that no additional certifications, qualifications or courses are required to safely operate the ICAMMS system.

5.3.2 Training Videos

- 5.3.2.1 The Contractor must provide a Video Training Package, IAW CDRL ICAMMS-ILS-209 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-ILS-209 at Appendix A3.18 to ANNEX A. The Video Training Package must provide discrete videos on the equipment description, unpacking, set-up and storage procedures, operating instructions, and preventive maintenance procedures.

5.3.3 Initial Cadre Training (ICT)

- 5.3.3.1 The Contractor must provide ICT for CAF personnel who will operate and maintain the ICAMMS. The DND Technical Authority will coordinate with the Contractor the scheduling of the training sessions.
- 5.3.3.2 The Contractor must prepare and present ICT training courses at five (5) different DND locations in Canada to a maximum of 50 CAF personnel (mixture of users and maintainers) for each course. In addition, up to an extra four (4) personnel from the National Defence Headquarters (NDHQ), who will be involved in managing the ICAMMS, may also attend.

5.3.3.3 The Contractor must provide ICT at the locations below:

ICT Serial	Location
1	CFB Petawawa
2	CFB Valcartier
3	CFB Gagetown
4	CFB Borden (DND will be responsible for shipping equipment to CFB Borden).
5	CFB Edmonton

5.3.3.4 The ICT sessions must not be more than three (3) days in duration.

5.3.3.5 The ICTs must be conducted in English or French. It is expected that 4 of 5 ICT sessions will be in English, and 1 of 5 will be in French

5.3.3.6 The ICTs must make use of the actual ICAMMS delivered to DND.

5.3.4 The Contractor must provide two (2) instructors for each training session.

5.3.5 At least one (1) instructor must have the ability to provide the training session and answer any relevant questions in French.

5.3.6 DND will provide the facilities, ISO Containers and common tools required to perform the training.

5.4 Instruments, Decals, Data Plates and Warnings

5.4.1 Item Identification Marking and Labelling

5.4.1.1 As it is subject to serial management, the ICAMMS must have a Unique Item Identifier or Recognized UII-Equivalents marked on the item IAW A-LM-505-702/JS-001.

5.4.1.1.1 The Contractor must provide a UID Marking Specification IAW CDRL ICAMMS-ILS-201 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-ILS-201 at Appendix A3.10 to ANNEX A.

5.4.1.1.2 The Contractor must provide a UID Data Submission IAW CDRL ICAMMS-ILS-202 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-ILS-202 at Appendix A3.11 to ANNEX A.

5.4.1.1.3 The Contractor must provide a UID Data Verification and Validation Report IAW CDRL ICAMMS-ILS-203 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-ILS-203 at Appendix A3.12 to ANNEX A.

6.0 ENVIRONMENTAL MANAGEMENT AND ASSESSMENT

6.1 General

6.1.1 Prohibition of Certain Toxic Substances

6.1.1.1 The Contractor must not incorporate, in any part of the equipment substances listed under the regulation Prohibition of Certain Toxic Substances Regulations (SOR/2012-285).

6.1.2 The Contractor must minimize the use of mercury in the equipment, IAW the Products Containing Mercury Regulations (SOR/2014-254).

6.1.2.1 If mercury is present in any part of the equipment, the mercury content limit must comply with the regulation (SOR/2014-254).

6.1.3 The Contractor should not incorporate, in any part of the equipment, Polychlorinated Biphenyls (PCBs) IAW Polychlorinated Biphenyls (PCBs) Regulations (SOR/2008-273).

6.1.3.1 If PCBs are present in any part of the equipment, they must comply with the regulation (SOR/2008-273).

6.1.3.2 If such substances must be used, the Contractor must certify that there is no technically or economically feasible PCB-free alternative, as part of the Equipment Environmental Assessment.

6.1.4 The Contractor must offer asbestos-free equipment, IAW the Prohibition of Asbestos and Products containing Asbestos Regulations (PAPCAR): SOR/2018-196.

6.2 Equipment Environmental Assessment

6.2.1 The Contractor must provide an Equipment Environmental Assessment (EEA) IAW CDRL ICAMMS-SE-104 at Appendix A2.2 to ANNEX A and its associated DID ICAMMS-SE-104 at Appendix A3.9 to ANNEX A. The EEA evaluates the potential risks to the environment during the operation, maintenance and disposal of the equipment.

6.3 Environmental Management System

6.3.1 The Contractor must implement and maintain an Environmental Management System (EMS) appropriate to the scope of work to be performed. It is recommended that the quality system be based on ISO 14001:2015 – Environmental Management Systems.

**ISO CONTAINER ADMINISTRATIVE MOVEMENT AND
MAINTENANCE SYSTEM (ICAMMS)**

REQUIREMENT VERIFICATION MATRIX

(RVM)

APPENDIX A1

A1.0 APPENDIX: ICAMMS TECHNICAL SPECIFICATION

A1.1 GENERAL

- A1.1.1 The Requirement Verification Matrix listed below populates every requirement of the ICAMMS and with mandatory Means of Compliance.
- A1.1.2 The Verification Matrix defines the Means of Compliance that must be followed and met by the Contractor to verify compliance with each requirement for the First Article Test (FAT) after Contract Award.
- A1.1.3 All Means of Compliance must be executed by the Contractor, witnessed and approved by DND accordingly.
- A1.1.4 **Means of Compliance Required:** The technique being used to prove compliance with the requirement specification including Documentation, Certification, Analysis, Inspection, and Test.
 - A1.1.4.1 **Documentation (D):** A background record that demonstrates the ICAMMS meets the specified standards and requirements. Compliance documentation includes, but is not limited to, previous data, previous test reports (including test procedures and test results), previous equivalence reports, and Original Equipment Manufacturer Technical Literature. Documentation data must be subject to Technical Authority Approval. If Documentation data is considered inadequate, the Technical Authority reserves the right to invoke Certification, Analysis or Test, at Contractor's expense. Documentation can either be provided by the Contractor or a 3rd party (e.g. Catalog pages or data sheets for commercially available components)
 - A1.1.4.2 **Certification (C):** Conformance certification from the Contractor (i.e. Compliance Statement).
 - A1.1.4.3 **Certification (C3):** Conformance certification from an authorized independent 3rd party (e.g. CSA Certification).
 - A1.1.4.4 **Analysis (A):** Verification through technical evaluations of calculations, computations, drawings, models, simulations, and analytical solutions, reduced data and representative data to determine if the item conforms to the specified requirements of this Contract. Analysis must not be limited to raw data but must contain justification as to how the data verifies that the requirement will be met. Analysis data must be subject to Technical Authority Approval. If Analysis data is considered inadequate, the Technical Authority reserves the right to invoke further Documentation, Certification or Test, at Contractor's expense.
 - A1.1.4.5 **Inspection (I):** Examination using the physical senses (i.e. visual inspection including basic measurements) to determine compliance with requirements. This will be completed on the First Article Unit

- A1.1.4.6 **Test (T):** An action that the operability, supportability, or performance capability of an item is verified when subjected to controlled conditions that are real or simulated. Unless otherwise specified, this testing is to occur as part of FAT. Some tests may use special test equipment, instrumentation or procedures. DND may conduct their own independent testing to verify requirements.
- A1.1.4.7 **Loaded:** Unless otherwise specified, “Loaded” herein is defined as the ICAMMS, with wheel stations connected and secured to the four corners of a 20 foot container (1C or 1CC configuration). The container must be loaded to a total gross weight of 16,500kg, with load evenly distributed within the container. The container must be lifted to a uniform height of 200mm (as measured between the ground and the underside of the container).
- A1.1.4.8 **Unladen:** Unless otherwise specified, “Unladen” herein is defined as the ICAMMS, with all four wheel stations linked together (with or without the use of an adaptor or stand) and without being secured to an ISO container. All four wheel stations must be in contact with the ground. Clearance between all other components and the ground must be a minimum of 100mm.
- A1.1.4.9 **Cycle:** Unless otherwise specified, “Cycle” herein is defined as the ICAMMS being installed on an ISO container, lifting an ISO container, moving 1km loaded, lowering the container and being removed from the container. Then, unladen, the ICAMMS is moved 500m to a storage location.

TECHNICAL SPECIFICATIONS	VERIFICATION METHOD (see RVM)
A1.2 General Technical Requirements	
A1.2.1 The ICAMMS must be operable by any combination of two operators ranging from 5th percentile female to 100th percentile male, as defined in MIL-STD-1472G, including during set-up and teardown.	T
A1.3 Load Capability	
A1.3.1 The ICAMMS must lift and tow a variety of ISO container sizes, specifically the following container designations as defined in ISO 668:	
A1.3.1.1 1A, 1AA, and 1AAA	D, I
A1.3.1.2 1B, and 1BB	
A1.3.1.3 1CX, 1C, and 1CC	

A1.3.1.4	1DX and 1D	
A1.3.1.5	“Tricon” (1968 mm long x 2438 mm high x 2438 mm wide)	
A1.3.1.6	“Quadcon” (1460 mm long x 2438 mm high x 2438 mm wide)	
A1.3.2	The ICAMMS must lift, support and move an evenly loaded 20 foot container (1C or 1CC configuration) with a total gross weight of 16,500 kg at a height of 200 mm from the ground to the underside of the container.	T
A1.3.3	The ICAMMS primary load bearing point of attachment to the ISO containers must be to each of the four (4) lower ISO corner apertures.	I
A1.3.4	The ICAMMS must attach to the four (4) lower ISO corner apertures whilst the container is laid directly on a smooth, paved surface or raised on blocks up to and including 8 inch by 8 inch wooden blocks.	T
A1.3.5	The ICAMMS must contain a securing mechanism when fastened to the ISO corner apertures using a quarter turn locking handle or equivalent ISO corner lock.	T
A1.3.6	The ICAMMS ISO corner lock securing mechanism must feature a latch or locking pin to prevent accidental release of the ISO corner lock.	T
A1.3.7	The ICAMMS must incorporate an integral lifting system to raise the ISO container to 450 mm or more above grade, as measured from the bottom surface of the ISO container.	T
A1.3.8	The ICAMMS must incorporate a positive lock or self-braking mechanism such that unintentional and unintended vertical descent of the load is prevented.	D, T
A1.3.9	The ICAMMS must only operate using an integral mechanical and human powered hydraulic means only and not use any electrical or external power source to raise and lower the ISO container.	I
A1.4	Mobility	
A1.4.1	A removable push-pull type handle must be included to allow personnel to push or pull individual wheel assemblies into place during set-up, tear-down or storage.	T
A1.4.2	The ICAMMS must include a tow bar enabling an ISO container up to a gross weight of 16,500 kg to be towed using the tow bar by any CAF SMP vehicle, as well as a 6000 lb or larger forklift.	T

A1.4.3	The ICAMMS tow bar must have a NATO STANAG 4101 compliant lunette.	I
A1.4.4	The ICAMMS must manually lift, support, secure and be towed with an ISO containers with a gross weight of 16 500 kg, at a minimum speed of 5 km/h, for a distance of up to 10 km on mostly paved roads with a 10 degree longitudinal and side slopes without disconnecting and any failure or damage to the ICAMMS and any of its mechanisms and to the ISO Container.	T
A1.4.5	The loaded ICAMMS must traverse uneven gravel with ruts or depressions up to 5 cm deep and loose gravel up to 1.5 cm in diameter at minimum speed of 5 km/h for 1 km.	T
A1.4.6	The loaded ICAMMS must traverse snow up to a depth of 5cm on paved asphalt, snow deeper than 5 cm will need to be cleared prior to using ICAMMS.	A
A1.4.7	The loaded ICAMMS must traverse patches of loose sand of up to a depth of 5cm over hard-packed gravel (sand patch to be a minimum of 6 meters in length).	T
A1.4.8	The ICAMMS must load and unload up to 20' TEU ISO containers from CC-130J cargo aircraft, military and commercial trucks, and flatbed trailers	A
A1.4.9	The loaded ICAMMS must negotiate obstacles of 5 cm high and 15 cm wide, as well as 10 degree longitudinal and side slopes at a minimum speed of 5 km/h.	T
A1.4.10	The loaded ICAMMS must be equipped with a braking system to hold and maintain position on a 10 degree slope unattended when detached from the prime mover. The braking system can be manually activated, while the ICAMMS is held in position with the tow vehicle.	T
A1.4.11	The unladen ICAMMS must be towable at speeds up to 20 km/h on paved roads without degradation or damage.	T
A1.4.12	The ICAMMS must have wheel assemblies that can rotate 180 degrees or more on the "front" pair of wheels, to enable maneuverability of the loaded ICAMMS. It is desirable that all four wheels feature rotating wheel assemblies with at least 180 degrees of rotation at each wheel assembly.	T
A1.4.13	If all four wheels are able to steer, then the "rear" wheels must lock in a longitudinal position for stability whilst towing.	T
A1.4.14	The loaded ICAMMS, when towed, must have a steering angle of a minimum of 40 degrees.	T

A1.4.15	The ICAMMS steering input, when towed, must be generated by displacement of the tow bar.	T
A1.5 Environmental Conditions		
A1.5.1	The ICAMMS must operate in all climatic conditions with ambient temperatures ranging from -30°C through +50°C, inclusive. Compliance with high temperature operation requirements must be proven by MIL-STD 810H Method 501.7 Procedure II and compliance with low temperature operational requirements must be proven by MIL-STD 810H Method 502.7 Procedure II.	C3 or A
A1.5.2	The ICAMMS should operate, without malfunction, in all climatic conditions with the ambient temperature from -46°C through +50°C inclusive.	C3 or A
A1.5.3	The ICAMMS, in storage configuration, must be weather resistant such that when stored outdoors, it will not suffer deterioration, at ambient temperatures between -46°C / -51°F and +50°C / +122°F.	C or A
A1.5.4	The ICAMMS must operate in heavy rain, as described by MIL-STD-810H Method 506.6 2.3.3 Procedure I	D
A1.5.5	The ICAMMS must be resistant to sand and dust, IAW MIL-STD-810G, method 510.5, Procedures I & II; no certification required.	D
A1.5.6	The ICAMMS must not permit water accumulation in pockets, creases, fissures or depressions that could cause damage or inoperability upon freezing.	I
A1.6 Transportability		
A1.6.1	The ICAMMS must consolidate to a single, self-supporting assembly for storage and transportation (the "storage and transportation configuration"). The use of a separate storage rack, if required for consolidation and forklift transport, is acceptable.	T
A1.6.2	The ICAMMS, in its storage and transportation configuration, must withstand tilting up to 45° (longitudinal and lateral axes), without damage, lost fluids or other degradation.	T
A1.6.3	The ICAMMS in its storage and transportation configuration must be transportable by forklift as a single assembly.	T

A1.6.4	The ICAMMS must transition from storage and transportation configuration to unladen towing without the use of lifting devices or special tools.	T
A1.6.5	The ICAMMS must be transportable by land, sea, or air, either within an ISO container or as bulk cargo on an open deck.	A
A1.6.6	The ICAMMS, in Transportation/Storage configuration, must resist transit drop, IAW MIL-STD 810H, Procedure 516.8 Procedure IV (Transit Drop). Drop conditions must be IAW requirements of Table 516.8-IX	T
A1.6.7	The ICAMMS must be provided with a heavy duty, weatherproof tarp for long term storage.	I
A1.7 Reliability		
A1.7.1	The ICAMMS must have a Mean Cycles Between Failures (MCBF) of 100, with all manufacturer's recommended preventive maintenance performed. A cycle is defined as the loading, 2 km loaded travel and unloading of the container.	I
A1.7.2	The equipment must be designed with safety in mind, so that no critical error occurs during operation. Reference BS EN 1494 for design standards.	I
A1.8 Health and Safety		
A1.8.1	The ICAMMS must have danger and caution signs, labels and markings on it for warning of specific hazards such as voltage, current, thermal or physical hazards IAW Canadian Centre for Occupation Health.	I
A1.8.2	All signs, labels and markings must be provided in both English and French.	I
A1.9 Construction		
A1.9.1	The ICAMMS must be made using new materials and components only.	D
A1.10 Protection Against Corrosion and Chemical Agents		
A1.10.1	The ICAMMS must be constructed of materials resistant to or life term protected against corrosion and deterioration caused by atmospheric conditions, corrosive agents, ground moisture, and salt.	D

A1.10.2	The ICAMMS exterior color must be safety yellow, #13591 IAW AMS-STD-595C.	I
A1.10.3	Coatings must level out to an adherent, continuous and uniform film without runs, wrinkles, streaks, or areas of no film.	I
A1.10.4	Any coating damaged during inspection or examination must be touched up. There must be no areas where rust can accrue.	I
A1.10.5	Finish must be free of blistering, peeling and chips.	I
A1.11 Preservation and Winterization		
A1.11.1	The system must be designed to be preserved for periods exceeding one (1) year, with minimal maintenance required during storage.	I, D
A1.12 Certification and Guarantees		
A1.12.1	Lifting capacity must be certified using tests stated in document BS EN 1494 Appendix B1.1 and, if applicable, Appendix B1.2 of that document.	C
A1.13 Identification and Marking		
A1.13.1	In addition to the general marking and identification requirements of D-02-002-001/SG-01, the following requirements apply:	I
A1.13.2	Lifting Devices must include a serialized data plate and UID tag, prepared IAW A-LM-505-702/JS-001.	I
A1.13.3	Each mechanical jack component of the ICAMMS must have forged, cast, die stamped, etched, or fixed label markings by the manufacturer to show the following as per document BS EN 1494 paragraph 7.2:	I
A1.13.3.1	The business name and full address of the manufacturer and, where applicable, his authorized representative;	
A1.13.3.2	Rated load;	
A1.13.3.3	Serial number or batch code, and	

A1.13.3.4 Contract Number	
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**ISO CONTAINER ADMINISTRATIVE MOVEMENT AND
MAINTENANCE SYSTEM (ICAMMS)**

CONTRACT DATA REQUIREMENTS LIST (CDRL)

APPENDIX A2

A2.0 APPENDIX: CONTRACT DATA REQUIREMENTS LIST

A2.1 Management and Explanation of the CDRL

A2.1.1 Explanation of the CDRL

- A2.1.1.1 **CDRL Line Number** – This field provides the unique sequential number that identifies each data item within different functional groups (eg, PM-001, SE-101, & ILS-201).
- A2.1.1.2 **CDRL Title** – This field identifies the title of the data item.
- A2.1.1.3 **SOW Para Ref** – This field shows the paragraph in the SOW where the data item is stipulated. There may be multiple references to the data item in the SOW, but generally only the first (or one) reference is shown in the CDRL.
- A2.1.1.4 **Version** – This field identifies the particular delivery of a data item during its lifecycle (ie, draft, final).
- A2.1.1.5 **Delivery Schedule** – This field specifies the date(s) and/or events by which the data item is required to be delivered. The date of delivery applies to all delivery locations and quantities unless otherwise specified. Following are some of the abbreviations and symbols used with this column:
- A2.1.1.5.1 “ACA” means After Contract Award;
- A2.1.1.5.2 ‘KO’ means the Kick-Off Meeting date;
- A2.1.1.5.3 Numerals indicate the number of Calendar Days, unless specified otherwise;
- A2.1.1.5.4 ‘+’ means after the specified date or event; and
- A2.1.1.5.5 ‘-’ means before the specified date or event.
- A2.1.1.5.6 If a data item is required to be delivered before an event having a duration of greater than one day, delivery date must be calculated from the first day of that event. If a data item is required to be delivered after an event having a duration of greater than one day, the delivery date must be calculated from the last day of that event.
- A2.1.1.6 **Quantity** – This field specifies the total number of data items to be delivered to the associated delivery location(s), including the number of hard (H) and soft (S) copies. When both hard and soft copies are requested, the action copy will be indicated in the notes column.
- A2.1.1.7 **Addressee** – This field shows the short title of the DND representative to whom the hard and soft copies of the data items must be delivered. The action hard copy of the data item must be delivered to the first nominated location in this field.
- A2.1.1.8 **Data Item Description Reference** – This field provides the identification of the DID with which the data item must comply.

- A2.1.1.9 **DND Action Period** – This field defines the number of Calendar Days available to the DND to action the data item and respond to the Contractor, if that action requires a response.
- A2.1.1.9.1 The period begins upon the date the action copy of the data item is received at the first nominated addressee.
- A2.1.1.10 **DND Action Required** – This field indicates the purpose for which the data item is being submitted to the DND, which will either be for Review, Approval or Acceptance.
- A2.1.1.11 Notes: Where necessary, additional explanatory information relating to a CDRL data item is provided in this column.

A2.2 CDRL Item List

CDRL #	CDRL Title	SOW Para Ref	Version	Delivery Schedule	Qty	Addressee	DID # and Ref	DND Action Period	DND Action Required	Notes
ICAMMS-PM-001	Meeting Agenda	Para. 3.3.2.1	Draft	Meeting Date -5	1S	CA, TA, PA	ICAMMS-PM-001	3	Review	
			Revised	Meeting Date - 1	1S	CA, TA, PA	App. A3.3			
			Final	Meeting Date	1H	CA, TA, PA		7	Review or Acceptance	
ICAMMS-PM-002	Meeting Minutes	Para. 3.3.2.2	Draft	Meeting Date + 7	1S	CA, TA, PA	ICAMMS-PM-002	7	Review	
			Revised or Final	DND Comments + 7	1S	CA, TA, PA	App. A3.4	7	Review or Acceptance	
ICAMMS-PM-003	Standard Report Format	DID ICAMMS-SE-102 DID ICAMMS-SE-103					ICAMMS-PM-003 App. A3.5			
ICAMMS-SE-101	Requirements Verification Matrix	Para 4.3	Draft	ACA +28	1S	TA	ICAMMS-SE-101	14	Review	To be presented at Kick Off meeting.
			Revised	FAT -30	1S	TA	App. A3.6	7	Review	Revised RVM in support of FATP
			Revised	FAT + 60	1S	TA		7	Review	Revised RVM in support of FATR
			Revised or Final	DND comments + 7	1S	TA		7	Review or Acceptance	
ICAMMS-SE-102	First Article Test Plan	Para.4.4.2	Draft	90 ACA	1S	TA	ICAMMS-SE-102	14	Review	
			Revised	DND Comments +30	1S	TA	App. A3.7	7	Review	
			Revised or Final	DND Comments + 10	1S	TA		7	Review or Acceptance	
ICAMMS-SE-103	First Article Test Report	Para.4.4.4	Draft	FAT +30	1S	TA	ICAMMS-SE-103	14	Review	
			Revised or Final	DND Comments + 30	1S	TA	App. A3.8	7	Review or Acceptance	

**ANNEX A
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CDRL #	CDRL Title	SOW Para Ref	Version	Delivery Schedule	Qty	Addressee	DID # and Ref	DND Action Period	DND Action Required	Notes
ICAMMS-SE-104	Equipment Environmental Assessment	Para. 6.2	Draft	ACA +180	1S	TA	ICAMMS-SE-104	14	Review	
			Revised or Final	DND Comments + 30	1S	TA	App. A3.9	7	Review or Acceptance	
ICAMMS-ILS-201	UID Marking Specifications	Para.5.4	Draft	ACA +90	1S	TA	ICAMMS-ILS-201	14	Review	
			Revised or Final	DND Comments + 30	1S	TA	App. A3.10	7	Review or Acceptance	
ICAMMS-ILS-202	UID Data Submission	Para. 5.4	Draft	ACA +150	1S	TA	ICAMMS-ILS-202	14	Review	
			Revised or Final	DND Comments + 30	1S	TA	App. A3.11	14	Review or Acceptance	
ICAMMS-ILS-203	UID Verification and Validation Report	Para.5.4	Draft	UID Data Submission +60	1S	TA	ICAMMS-ILS-203	14	Review	
			Revised or Final	DND Comments + 30	1S	TA	App. A3.12	14	Review or Acceptance	
ICAMMS-ILS-204	Provisioning Parts Breakdown	Para.5.1	Draft	FAT +30	1S	TA	ICAMMS-ILS-204	14	Review	
			Revised or Final	DND Comments + 30	1S	TA	App. A3.13	14	Review or Acceptance	
ICAMMS-ILS-205	Supplemental Provisioning Technical Documentation	Para. 5.1	Draft	FAT +30	1S	TA	ICAMMS-ILS-205	14	Review	In conjunction with PPB submission.
			Revised or Final	DND Comments + 30	1S	TA	App. A3.14	14	Review or Acceptance	
ICAMMS-ILS-206	Technical Manual	Para.5.2	Draft English	FAT	1H/1S	TA	ICAMMS-ILS-206	30	Review	
			Revised English	DND Comments + 60	1S	TA	App. A3.15	14	Review or Acceptance	
			Revised or Final English	DND Comments + 30	1S	TA		7	Review or Acceptance	

**ANNEX A
TO W8476-226567
REVISED 26 MAY 2022**

CDRL #	CDRL Title	SOW Para Ref	Version	Delivery Schedule	Qty	Addressee	DID # and Ref	DND Action Period	DND Action Required	Notes
			Bilingual / French Draft	DND Comments +60	1S	TA		30	Review	
			Revised or Final Bilingual / French	DND comments +30	1S	TA		7	Review or Acceptance	
			Final Bilingual	With End Items	1H/ system					
ICAMMS-ILS-207	Operator's Quick Reference Card	Para.5.2	Draft English	FAT	1H/1S	TA	ICAMMS-ILS-207	30	Review	
			Revised English	DND Comments +60	1S	TA	App. A3.16	14	Review or Acceptance	
			Revised or Final English	DND Comments + 30	1S	TA		7	Review or Acceptance	
			Bilingual / French Draft	DND Comments +60	1S	TA		30	Review	
			Revised or Final Bilingual / French	DND comments +30	1S	TA		7	Review or Acceptance	
			Final Bilingual	With End Items	1H/ system					
ICAMMS-ILS-208	Training Master Lesson Plan	Para. 5.3	Draft English	Final English Technical Manual +90	1H/1S	TA	ICAMMS-ILS-208	30	Review	
			Revised or Final English	DND Comments + 30	1S	TA	App. A3.17	7	Review or Acceptance	
			Bilingual / French Draft	DND Comments +60	1S	TA		14	Review	

CDRL #	CDRL Title	SOW Para Ref	Version	Delivery Schedule	Qty	Addressee	DID # and Ref	DND Action Period	DND Action Required	Notes
			Revised or Final Bilingual / French	DND comments +30	1S	TA		7	Review or Acceptance	
ICAMMS-ILS-209	Video Training Package	Para.5.3	Draft English	Final English TMLP + 90	1H/1S	TA	ICAMMS-ILS-209	14	Review	
			Revised or Final English	DND Comments + 30	1S	TA	App. A3.18	7	Review or Acceptance	
			Bilingual / French Draft	DND Comments +60	1S	TA		14	Review	
			Revised or Final Bilingual / French	DND comments +30	1S	TA		7	Review or Acceptance	

**ISO CONTAINER ADMINISTRATIVE MOVEMENT AND
MAINTENANCE SYSTEM (ICAMMS)**

DATA ITEM DESCRIPTION

APPENDIX A3

A3.0 APPENDIX: DATA ITEM DESCRIPTION

A3.1 Data Deliverable Format

A3.1.1 **Unless otherwise specified as a specific requirement, the Contractor must deliver all of the soft copies of data deliverables, in formats compatible with the office software currently in use by the DND as listed:**

- A3.1.1.1 Microsoft (MS) Windows 10 Enterprise Operating System (OS);
- A3.1.1.2 MS Edge 2019;
- A3.1.1.3 MS Office Professional Plus 2013 (Word, Excel, Access, PowerPoint and Outlook); and
- A3.1.1.4 Foxit PhantomPDF version 10;

A3.2 DID Table Definitions

A3.2.1 **The following section defines the various blocks of information found on the Data Item Description (DID) forms:**

- A3.2.1.1 **BLOCK 1 – TITLE:** The title of the data item for the DID.
- A3.2.1.2 **BLOCK 2 - IDENTIFICATION NUMBER** The Data Item Description (DID) number, consisting of a sequential three-digit number and prefixed with an abbreviation code, to uniquely identify the DID. Note that the 001-099 series is reserved to Project Management (PM) DIDs, the 101-199 series is reserved to Systems Engineering (SE) DIDs and the 201-299 series is reserved to Integrated Logistics Support (ILS) DIDs. The abbreviation codes used for the prefix are:
 - A3.2.1.2.1 “PM” for Project Management
 - A3.2.1.2.2 “SE” for Systems Engineering
 - A3.2.1.2.3 “ILS” for Integrated Logistics Support
- A3.2.1.3 **BLOCK 3 – DESCRIPTION:** Provides a general description of the data content requirements.
- A3.2.1.4 **BLOCK 4 – RELATED DOCUMENT(S):** Provides a listing of the related documents and specifications associated with and required to produce this DID.
- A3.2.1.5 **BLOCK 5 - CONTRACT REFERENCE:** The specific paragraph numbers from the Contract Statement of Work and CDRL to assist in identifying the work effort associated with the data item.
- A3.2.1.6 **BLOCK 6 - PREPARATION INSTRUCTIONS:** Provides the preparation instructions for the content and format requirements for the DID.

A3.3 DID – Meeting Agenda

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>Meeting Agenda</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-PM-001</p>
<p>3. DESCRIPTION</p> <p>The Meeting Agenda contains the venue information and identifies the discussion items to be covered at meetings.</p>	
<p>4. RELATED DOCUMENTS</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 3.3.3.1</p> <p>CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. The Meeting Agenda must set forth the venue, identify all requirements and list the discussion items to be covered at the meeting.</p> <p>6.1.2. Venue. The Meeting Agenda must address the venue as follows:</p> <p style="margin-left: 20px;">6.1.2.1. Meeting Identification Number;</p> <p style="margin-left: 20px;">6.1.2.2. Purpose;</p> <p style="margin-left: 20px;">6.1.2.3. Date, time and location; and</p> <p style="margin-left: 20px;">6.1.2.4. Attendees.</p> <p>6.1.3. Discussion items. The Meeting Agenda must address the discussion items through the following sections:</p> <p style="margin-left: 20px;">6.1.3.1. Agenda Review;</p> <p style="margin-left: 20px;">6.1.3.2. Review of Previous Minutes;</p> <p style="margin-left: 20px;">6.1.3.3. Opened Discussion Items;</p> <p style="margin-left: 20px;">6.1.3.4. New Discussion Items;</p> <p style="margin-left: 20px;">6.1.3.5. Review of Action Items;</p> <p style="margin-left: 20px;">6.1.3.6. Closing Remarks.</p> <p>6.2. HARD COPY FORMAT</p> <p>6.2.1. The Meeting Agenda must be printed on 8.5"X11" Letter format paper.</p> <p>6.3. SOFT COPY FORMAT</p> <p>6.3.1. The Meeting Agenda must be submitted as a MS Word file type.</p> <p>6.3.2. The Meeting Agenda MS Word document must be submitted via email (submission size not to exceed 7MB) as follows:</p> <p style="margin-left: 20px;">6.3.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.</p> <p style="margin-left: 20px;">6.3.2.2. Subject Field: ICAMMS-PM-001 – Meeting Agenda – [Rev #] – [Date of Issue]</p>	

A3.4 DID – Meeting Minutes

DATA ITEM DESCRIPTION	
1. TITLE Meeting Minutes	2. IDENTIFICATION NUMBER DID ICAMMS-PM-002
3. DESCRIPTION The Meeting Minutes contains the detailed records of proceedings, discussions, decisions and action items from meetings.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE SOW: Para. 3.3.3.1 CDRL: App. A2.2
6. PREPARATION INSTRUCTIONS	
6.1. CONTENT	
6.1.1. The Meeting Minutes must contain the detailed records of proceedings, discussions, decisions and action items from the meeting and be presented through the following sections:	
6.1.1.1. General – consisting of meeting identification number, purpose, date, time and location;	
6.1.1.2. Attendees, consisting of the organization each person represents, and the identification of the Chairperson(s);	
6.1.1.3. Opening Remarks;	
6.1.1.4. Action Item Report - used to monitor issues, assign responsibility, direct action and track status, history, and progress, and must consisting of:	
6.1.1.4.1. Item #; date initiated; required action; assigned actionee; target completion date; cross-reference to all related action items.	
6.1.1.4.2. Action Item Report must be updated with each meeting and must consisting of:	
6.1.1.4.2.1. Action Item current status and the actual date completed;	
6.1.1.5. Next Venue;	
6.1.1.6. Closing Remarks;	
6.2. SOFT COPY FORMAT	
6.2.1. The Meeting Minutes must be submitted as a PDF file type.	
6.2.2. The Meeting Minutes PDF must be submitted via email (submission size not to exceed 7MB) as follows:	
6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.	
6.2.2.2. Subject Field: ICAMMS-PM-002 – Meeting Minutes – [Rev #] – [Date of Issue]	

A3.5 DID – Standard Report Format

DATA ITEM DESCRIPTION	
1. TITLE Standard Report Format	2. IDENTIFICATION NUMBER DID ICAMMS-PM-003
3. DESCRIPTION The Standard Report Format describes the structure for formal reports that are prepared by the Contractor.	
4. RELATED DOCUMENTS DID ICAMMS-SE-102 DID ICAMMS-SE-103	5. CONTRACT REFERENCE
6. PREPARATION INSTRUCTIONS <p>6.1. GENERAL FORMAT</p> <p>6.1.1. The Contractor must use a standard format for reports prepared for the Crown.</p> <p>6.2. CONTENT</p> <p>6.2.1. The Contractor's report must consist of the following:</p> <p>6.2.1.1. <u>Title Page</u>. The title page must contain the following information:</p> <p>6.2.1.1.1. Title: list name of report</p> <p>6.2.1.1.2. Contract No: state the contract number</p> <p>6.2.1.1.3. CDRL No: identify the CDRL</p> <p>6.2.1.1.4. Prepared For: state the name of the Project Management Office</p> <p>6.2.1.1.5. Prepared By: state the Contractor's name and address</p> <p>6.2.1.1.6. Approved by: provide a signature block for the Project Management Office</p> <p>6.2.1.1.7. Authenticated By: provide a signature block for Contractor approval signature(s)</p> <p>6.2.1.2. <u>Table of Contents</u>. The Table of Contents must list the title and page number of each titled paragraph and subparagraph, figure, table and appendix.</p> <p>6.2.1.3. <u>Document Control Log</u>. The Document Control Log must contain three columns: Revision, Date and Reason for the Change.</p> <p>6.2.1.4. <u>Revision Record</u>. The Revision Record must contain a listing of pages and their revision status.</p> <p>6.2.1.5. <u>Subject Matter</u>. This part contains the subject matter of the report.</p> <p>6.2.1.5.1. This part should contain any general information that aids in the understanding of the document such as background information and glossary.</p> <p>6.2.1.5.2. This part should include an alphabetical listing of all acronyms, abbreviations and their meanings as used in the report.</p> <p>6.2.1.6. <u>Appendices</u>.</p> <p>6.2.1.6.1. Each appendix must be referenced in the main body of the report where the data would normally have been provided.</p> <p>6.2.1.6.2. Appendices may be used to provide information published separately for convenience in document maintenance such as charts and classified data.</p> <p>6.2.1.6.3. Appendices may be bound as separate documents for ease of handling.</p>	

A3.6 DID – Requirements Verification Matrix

DATA ITEM DESCRIPTION	
1. TITLE Requirements Verification Matrix (RVM)	2. IDENTIFICATION NUMBER DID ICAMMS-SE-101
3. DESCRIPTION <p>The RVM provides bidirectional traceability from high-level system performance requirements, to the lowest-level requirements. The RVM shows the traceability and allocation of the requirements contained in the specification tree (i.e. performance specification, detailed specification, subsystem specification, software requirements specification, interface specification and design documentation). The RVM is also used to verify how each requirement is verified.</p>	
4. RELATED DOCUMENTS Technical Specification at Appendix A1.0 to ANNEX A	5. CONTRACT REFERENCE SOW: Para. 4.3 CDRL: App. A2.2
6. PREPARATION INSTRUCTIONS	
<p>6.1. CONTENT</p> <p>6.1.1. The RVM must provide backwards and forward traceability through multiple levels of design hierarchy (i.e. the RVM must document each requirement from its source through analysis, design, testing, and acceptance), to assess the impact of potential specification changes.</p> <p>6.1.2. The RVM must include the verification criteria for each requirement for testing purposes.</p> <p>6.1.3. The RVM must contain the following:</p> <p style="padding-left: 20px;">6.1.3.1. Architecture Description Page: Include a detailed description of the RVM, show relationships and define all the terms, acronyms used in the RVM fields.</p> <p style="padding-left: 20px;">6.1.3.2. Requirement Source & Reference: The paragraph number and requirement statement;</p> <p style="padding-left: 20px;">6.1.3.3. Verification Method: For each requirement, enter the verification method. Verification methods are specified and defined in Appendix A1.0:</p> <p style="padding-left: 20px;">6.1.3.4. Verification Document: Enter the document number, title, and date of the verification document that contains the verification method.</p> <p style="padding-left: 20px;">6.1.3.5. Verification Document Paragraph: Enter the verification document paragraph number that provides the verification method.</p> <p style="padding-left: 20px;">6.1.3.6. Verification Procedure: Enter the verification procedure section, and verification procedure step(s) that provides the verification method for each requirement.</p> <p style="padding-left: 20px;">6.1.3.7. Other Tests: Enter the names of other tests conducted, prior to verification of the requirement, where the requirement is being tested.</p> <p style="padding-left: 20px;">6.1.3.8. Verification Results: Enter the results of the verification for each requirement. Did system under test conform to the requirement? (Yes, No).</p> <p style="padding-left: 20px;">6.1.3.9. Corrective Actions: Enter all corrective actions taken and the results of the corrective actions.</p> <p style="padding-left: 20px;">6.1.3.10. Comments: Enter explanatory notes as required.</p> <p>6.2. SOFT COPY FORMAT</p> <p>6.2.1. The RVM must be in an Excel Spreadsheet (MS Office Professional Plus 2013) / electronic relational database (DOORS 9.6 or Access Database (MS Office Professional Plus 2013)) format that can be manipulated to show bidirectional requirements traceability and track the verification of each requirement.</p> <p>6.2.2. Soft Copy format submission size below 7MB – The RVM may be submitted via email as follows:</p>	

6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.

6.2.2.2. Subject Field: ICAMMS-SE-101 – RVM – [Rev #] – [Date of Issue]

6.2.3. **Soft Copy format submission size at or above 7MB** - The RVM must be submitted on CD or DVD media and be labelled as follows:

6.2.3.1. ISO Container Administrative Movement and Maintenance System

6.2.3.2. RVM;

6.2.3.3. ICAMMS-SE-101;

6.2.3.4. The Revision number, and

6.2.3.5. The date of issue.

A3.7 DID – First Article Test Plan

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>First Article Test Plan (FATP)</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-SE-102</p>
<p>3. DESCRIPTION</p> <p>The FATP documents the plan to demonstrate the proper operation of the equipment, IAW with the Requirements Verification Matrix (RVM). The FATP describes the general procedures, terms and conditions governing the planning, preparation and completion of acceptance testing covering the system submitted for acceptance.</p>	
<p>4. RELATED DOCUMENTS</p> <p>DID ICAMMS-SE-101</p> <p>DID ICAMMS-SE-103</p> <p>DID ICAMMS-PM-003 Standard Report Format</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 4.4.2</p> <p>CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. The FATP must describe the process of demonstrating the complete integration and proper operation of the system to qualify the first article unit for acceptance.</p> <p>6.1.2. The FATP must include all Inspection and Test requirements necessary to complete the RVM.</p> <p>6.1.3. The FATP must establish the approach, procedures, methods and techniques governing and planning, preparation and completion of acceptance testing for the system submitted for acceptance.</p> <p>6.1.4. The Contractor must structure the FATP IAW the format specified by the Standard Report Format DID ICAMMS-PM-003.</p> <p>6.1.5. The Contractor must include the following sections under the Subject Matter part of the FATP:</p> <p style="padding-left: 20px;">6.1.5.1. Section I - Scope.</p> <p style="padding-left: 40px;">6.1.5.1.1. Section I must state the scope and purpose of the FATP.</p> <p style="padding-left: 40px;">6.1.5.1.2. Section I must describe the ICAMMS equipment under test.</p> <p style="padding-left: 20px;">6.1.5.2. Section II - Related Documents.</p> <p style="padding-left: 40px;">6.1.5.2.1. Section II must list the reference documents and any related documents.</p> <p style="padding-left: 20px;">6.1.5.3. Section III - Acceptance Testing Program Management.</p> <p style="padding-left: 40px;">6.1.5.3.1. Section III must be divided into the following to describe the planning associated with acceptance testing activities:</p> <p style="padding-left: 60px;">6.1.5.3.1.1. Approach and procedures;</p> <p style="padding-left: 60px;">6.1.5.3.1.2. Resource estimation and allocation to the test plan;</p> <p style="padding-left: 60px;">6.1.5.3.1.3. Schedule of test activities.</p> <p style="padding-left: 20px;">6.1.5.4. Section IV - Test Objectives and Expected Results.</p> <p style="padding-left: 40px;">6.1.5.4.1. Section IV must establish a unified set of objectives for the entire acceptance test program.</p> <p style="padding-left: 60px;">6.1.5.4.1.1. The objectives must satisfy the system specifications.</p> <p style="padding-left: 60px;">6.1.5.4.1.2. The objectives must state the expected test results.</p> <p style="padding-left: 20px;">6.1.5.5. Section V - Acceptance Test Approach and Activities.</p>	

- 6.1.5.5.1. Section V must describe the overall plan for testing.
- 6.1.5.5.2. Section V must describe the method for each test.
- 6.1.5.5.3. Section V must reference the RVM entries that detail which requirements are being tested, and whether Verification of a requirement will be established by the test
- 6.1.5.5.4. Section V must include the following:
 - 6.1.5.5.4.1. Test management assurance activities to:
 - 6.1.5.5.4.2. Verify the establishment and adherence to test standards;
 - 6.1.5.5.4.3. Satisfy the test requirements; and
 - 6.1.5.5.4.4. Record the test results.
 - 6.1.5.5.4.5. Process to be followed in the event of failure.
 - 6.1.5.5.4.6. Process to be followed in the event of re-testing.
- 6.1.5.6. Section VI - Methods and Techniques.
 - 6.1.5.6.1. Section VI must describe the methods and techniques to be used for acceptance testing activities.
 - 6.1.5.6.2. Section VI must describe the following:
 - 6.1.5.6.2.1. Coordination of testing activities.
 - 6.1.5.6.2.2. Test equipment and test software (if applicable).
 - 6.1.5.6.2.3. Personnel support requirements.
 - 6.1.5.6.2.4. Overview of basic test methods planned to implement objectives.
 - 6.1.5.6.2.5. Identification of constraints.
 - 6.1.5.6.2.6. The test procedures.
 - 6.1.5.6.2.7. Analysis and evaluation techniques.
 - 6.1.5.6.2.8. Presentation of results.
- 6.1.5.7. Section VII - Acceptance Test Products.
 - 6.1.5.7.1. Section VII must describe the products of the testing activities undertaken, including their format and structure of products produced, as well as any data to be collected and analyzed.

6.2. **SOFT COPY FORMAT**

- 6.2.1. The FATP must be submitted as a .pdf file type.
- 6.2.2. **Soft Copy format submission size below 7MB** – The FATP may be submitted via email as follows:
 - 6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
 - 6.2.2.2. Subject Field: ICAMMS-SE-102 – FATP – [Rev #] – [Date of Issue]
- 6.2.3. **Soft Copy format submission size at or above 7MB** - The FATP must be submitted on CD or DVD media and be labelled as follows:
 - 6.2.3.1. ISO Container Administrative Movement and Maintenance System
 - 6.2.3.2. FATP;
 - 6.2.3.3. ICAMMS-SE-102;
 - 6.2.3.4. The Revision number, and
 - 6.2.3.5. The date of issue.

A3.8 DID – First Article Test Report

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>First Article Test Report (FATR)</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-SE-103</p>
<p>3. DESCRIPTION</p> <p>The FATR provides confirmation that the first article unit of ICAMMS meets the technical requirements as specified in the contract.</p>	
<p>4. RELATED DOCUMENTS</p> <p>DID ICAMMS-SE-101</p> <p>DID ICAMMS-SE-102</p> <p>DID ICAMMS-PM-003 Standard Report Format</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 4.4.4</p> <p>CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. The Contractor must structure the FATR IAW the format specified by the Standard Report Format DID ICAMMS-PM-003.</p> <p>6.1.2. The FATR must include the information required for the Technical Authority to approve the FAT.</p> <p>6.1.3. The FATR subject matter section must contain, as a minimum, the following information:</p> <p style="margin-left: 20px;">6.1.3.1. the system, subsystem or major assembly covered by the FATR and reference to the test plan;</p> <p style="margin-left: 20px;">6.1.3.2. Purpose of each test performed.</p> <p style="margin-left: 20px;">6.1.3.3. Records of calibration of the test equipment.</p> <p style="margin-left: 20px;">6.1.3.4. Details of the test procedure for each test, including pass/fail criteria.</p> <p style="margin-left: 20px;">6.1.3.5. References to relevant FATP test plan/procedure and details of any differences between the FATP and the 'as run' test procedure;</p> <p style="margin-left: 20px;">6.1.3.6. Statement of the test results for each test.</p> <p style="margin-left: 40px;">6.1.3.6.1. Relevant verification results, with applicable raw results / measurement data, calculations, to be included as attachments;</p> <p style="margin-left: 20px;">6.1.3.7. Analysis of each test result, with statement of pass/fail judgment.</p> <p style="margin-left: 20px;">6.1.3.8. Summary of the results and conclusions from the verification activities;</p> <p style="margin-left: 20px;">6.1.3.9. Discussion of any limitation or implications resulting from the verification activities;</p> <p style="margin-left: 20px;">6.1.3.10. Summary of any actions taken as a result of non-compliance (e.g., change proposal, waiver or deviation);</p> <p style="margin-left: 20px;">6.1.3.11. Recommendation for the acceptance of the system, subsystem or major assembly as applicable; and</p> <p style="margin-left: 20px;">6.1.3.12. Conclusions.</p> <p>6.1.4. The FATR must include, as an Appendix, the RVM requirements and documentation to support RVM Means of Compliance.</p> <p>6.2. SOFT COPY FORMAT</p> <p>6.2.1. The FATR must be submitted as a PDF file type.</p> <p>6.2.2. Soft Copy format submission size below 7MB – The FATR may be submitted via email as follows:</p>	

6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.

6.2.2.2. Subject Field: ICAMMS-SE-103 – FATR – [Rev #] – [Date of Issue]

6.2.3. **Soft Copy format submission size at or above 7MB** - The FATR must be submitted on CD or DVD media and be labelled as follows:

6.2.3.1. ISO Container Administrative Movement and Maintenance System

6.2.3.2. FATR;

6.2.3.3. ICAMMS-SE-103;

6.2.3.4. The Revision number, and

6.2.3.5. The date of issue.

A3.9 DID –Equipment Environmental Assessment

DATA ITEM DESCRIPTION	
1. TITLE Equipment Environmental Assessment (EEA)	2. IDENTIFICATION NUMBER DID ICAMMS-SE-104
3. DESCRIPTION The acquisition EEA identifies and documents potential environmental impacts of the equipment and the associated mitigation measures required to reduce or eliminate them.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE SOW: Para. 6.2 CDRL: App. A2.2
6. PREPARATION INSTRUCTIONS <p>6.1. FORMAT</p> <p>6.1.1. The EEA must be in the Contractor's format.</p> <p>6.2. CONTENT</p> <p>6.2.1. The EEA must contain the following sections and information, as a minimum:</p> <p>6.2.1.1. Title Page</p> <p>6.2.1.1.1. Equipment Name and NSN (if available)</p> <p>6.2.1.1.2. Assessment Contact: Name, title and company name of the author of the EEA</p> <p>6.2.1.2. Executive Summary</p> <p>6.2.1.2.1. Provide a brief summary of potential environmental impacts and recommended mitigation measures for life-cycle phases such as operation and maintenance and demilitarization and disposal.</p> <p>6.2.1.3. Equipment Description</p> <p>6.2.1.3.1. Provide an overview of the equipment and identify each major sub-system as per the Equipment Breakdown Structure.</p> <p>6.2.1.4. For each major sub-system, identify the following:</p> <p>6.2.1.4.1. Table 1 list the integrated hazardous substances and chemical products that must be identified, if they are incorporated in the equipment design. The hazardous chemical products must have safety data sheets (SDS) which conform to WHMIS 2015, to be provided in Annex A of the EEA.</p> <p>6.2.1.4.2. Table 2 list the ionizing and non-ionizing radiation sources and batteries.</p> <p>6.2.1.5. Environmental Assessment</p> <p>6.2.1.5.1. For each lifecycle phase (operation and maintenance and disposal) discuss the following:</p> <p>6.2.1.5.1.1. Lifecycle activities: Describe anticipated activities and identify if any of these activities have the potential to: release a polluting substance to air, water or land (e.g. exhaust emissions, hazardous waste, spills, etc.); impact human health; noise or vibration; and/or alter landscape features.</p> <p>6.2.1.5.1.2. Environmental impacts: Describe the potential positive and negative environmental impacts of the listed lifecycle activities.</p> <p>6.2.1.5.1.3. For any positive environmental impacts identified, provide details (e.g. reduction of fuel consumption, emissions)</p>	

6.2.1.5.1.4. Mitigation Measures: Describe mitigation measures to eliminate or reduce identified potential negative environmental impacts, including those that are part of the design, any warning devices, emission control equipment, spill response, safe handling and disposal procedures, training, labels on equipment, cautions and warnings in the Technical Documentation, monitoring or inspections, etc.

6.2.1.6. Conclusions and Recommendations

6.2.1.6.1. Summarize the main environmental impacts and recommended mitigation measures.

6.2.1.7. References

6.2.1.7.1. List references consulted in the completion of the EEA (such as Canadian legislation, product technical documentation, etc.)

Table 1 - Identification of Hazardous Substances and Hazardous Chemical Products

Integrated Hazardous Substances	NSN	Original OEM Part Number	Item Description	Location	Additional Details
Arsenic, Cadmium, Chromium VI, Cobalt, Lead, Radioactive metals					
Halocarbons – refrigerant and air-conditioning systems					Type and weight (kg). Global Warming Potential of Hydrofluorocarbons used for refrigerant applications.
Mercury and its compounds					Form of mercury (e.g. liquid, vapour) and weight (mg)
Polychlorinated Biphenyl (PCBs)					Form (liquid or solid), quantity (kg), volume (L) and concentration in pp
Hazardous Chemical Products (SDS Required)	NSN	Original OEM Part Number	Ingredient	Chemical Abstract Service Number (CAS#)	Controls*
Halocarbons – Fire extinguishing systems					
Halocarbons – In aerosol Products					
Paints and related commodities (CARC and non-CARC)					
Fire-fighting Foams					
Cleaner and Degreasers					
POLs (Petroleum, Oils, Lubricants)					
Adhesives					
Anti-seize					
Corrosion Inhibitor					
Decontaminant					
Detector Kit Chemical substances					

*Controls: Identify if the substance is regulated under the *Canadian Environmental Protection Act, 1999*; targeted in Schedule 1, Toxic Substance List under CEPA and/or subject to the reporting requirements under the National Pollutant Release Inventory (NPRI).

Table 2 - Identification of radiation sources and batteries

Categories	NSN	Original OEM Part Number	Item Description	Location*	Additional Details
Non-ionizing radiation					Type of electromagnetic energy (laser, microwave, radio frequency) and strength
Ionizing radiation					Type and quantity or activity level
Batteries					Type

* Identify the system/sub-system where these items are located.

6.2.1.8. **Annex A – Material Safety Data Sheets (SDS)**

6.2.1.8.1. IAW WHMIS 2015, attach SDS for the hazardous chemical products identified in Table 1

6.3. SOFT COPY FORMAT

6.3.1. The EEA must be submitted as a PDF file type.

6.3.2. **Soft Copy format submission size below 7MB** – The EEA may be submitted via email as follows:

6.3.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.

6.3.2.2. Subject Field: ICAMMS-SE-104 – EEA – [Rev #] – [Date of Issue]

6.3.3. **Soft Copy format submission size at or above 7MB** - The EEA must be submitted on CD or DVD media and be labelled as follows:

6.3.3.1. ISO Container Administrative Movement and Maintenance System

6.3.3.2. EEA;

6.3.3.3. ICAMMS-SE-104;

6.3.3.4. The Revision number, and

6.3.3.5. The date of issue.

A3.10 DID – UID Marking Specifications

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>UID Marking Specifications</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-ILS-201</p>
<p>3. DESCRIPTION</p> <p>To describe the UII Mark design and specifications for the ICAMMS system that is subject to UID Marking under the contract.</p>	
<p>4. RELATED DOCUMENTS</p> <p>CDRL/DID ICAMMS-ILS-202</p> <p>CDRL/DID ICAMMS-ILS-203</p> <p>A-LM-505-702/JS-001</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 5.4</p> <p>CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. Provide the following data for each Line Item in the contract which is subject to UID Marking:</p> <p>6.1.1.1. Describe which type of marking methodology will be used (i.e., Direct or Indirect Part Marking, Data Plate Modification, etc.).</p> <p>6.1.1.2. Describe the Imprint Method / Type of Label / Nameplate (i.e., Chemical Etch, Dot Peen, Laser, Thermal Transfer, Ink Jet, Photo Etch, etc.).</p> <p>6.1.1.3. Marking Specifications:</p> <p>6.1.1.3.1. Identify applicable engineering drawings requiring UID marking.</p> <p>6.1.1.3.2. Machine Readable Mark Generation Instructions.</p> <p>6.1.1.3.2.1. Define the UID construct method</p> <p>6.1.1.3.2.2. Identify format code, ISO/IEC syntax, and Data Qualifiers contained</p> <p>6.1.1.3.2.3. Identify the Enterprise Identifier (EID) (i.e. Cage, DUNS, or GS1).</p> <p>6.1.1.3.2.4. Identify the level of serialization (i.e., Part, Lot, Batch, Enterprise, etc.).</p> <p>6.1.1.3.2.5. If using Construct 1 – 18S, identify the sequence number generation process.</p> <p>6.1.1.3.2.6. Determine other data elements (if required) in the data matrix symbol (i.e. 30P and 30T).</p> <p>6.1.1.3.3. Identify the Human Readable Mark Generation elements to be included on the label.</p> <p>6.1.1.3.4. For labels/nameplates, identify which type of material will be used for the creation of the Mark (i.e., Aluminum, Polyacrylic, Metal Foil, Polyester, Polyvinyl, Aluminum Foil, Stainless Steel, etc.).</p> <p>6.1.1.3.5. Describe the overall layout of the Mark including:</p> <p>6.1.1.3.5.1. Size (Length, Width, Thickness, etc.).</p> <p>6.1.1.3.5.2. Shape (Circle, Square, Rectangle, Rounded Corners, etc.).</p> <p>6.1.1.3.5.3. Layout/Order (Location of Human and Machine Readable elements).</p> <p>6.1.1.3.5.4. Marking Location on Asset</p> <p>6.1.1.3.5.5. Type of Lettering (Font, Font Size, Color, etc.).</p>	

6.1.1.3.5.6. Attachment Method (Adhesive, Screws, Rivets, Tags, Bag and Tag, Tags and Bands, etc.). For Tag, and Bag/Band and Tag items, provide evidence of why part could not be marked and Government concurrence.

6.2. SOFT COPY FORMAT

6.2.1. The UID Marking Specification must be submitted as a PDF file type.

6.2.2. **Soft Copy format submission size below 7MB** – The UID Marking Specification may be submitted via email as follows:

6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.

6.2.2.2. Subject Field: ICAMMS-ILS-201 – UID Marking Specification – [Rev #] – [Date of Issue]

6.2.3. **Soft Copy format submission size at or above 7MB** - The UID Marking Specification must be submitted on CD or DVD media and be labelled as follows:

6.2.3.1. ISO Container Administrative Movement and Maintenance System

6.2.3.2. UID Marking Specification;

6.2.3.3. ICAMMS-ILS-201;

6.2.3.4. The Revision number, and

6.2.3.5. The date of issue.

A3.11 DID – UID Data Submission

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>UID Data Submission</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-ILS-202</p>
<p>3. DESCRIPTION</p> <p>To describe the required data elements associated with UII Marks applied to materiel and their constituent UII data IAW the Statement of Work, and to describe the data format required to facilitate data utilization by DND/CAF.</p>	
<p>4. RELATED DOCUMENTS</p> <p>CDRL/DID ICAMMS-ILS-201</p> <p>CDRL/DID ICAMMS-ILS-203</p> <p>A-LM-505-702/JS-001</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 5.4</p> <p>CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. Definitions</p> <p>6.1.1.1. Definitions within this DID must be IAW the Unique Identification (UID) Clause within this Statement of Work.</p> <p>6.1.2. Provide the following data for each item to be delivered that is subject to Unique Identification:</p> <p>6.1.2.1. Description (English)*</p> <p>6.1.2.2. Description (French)*</p> <p>6.1.2.3. NCAGE of item manufacturer*</p> <p>6.1.2.4. Manufacturer current part number*</p> <p>6.1.2.5. Manufacturer serial number*</p> <p>6.1.2.6. Item Weight β</p> <p>6.1.2.7. Unit of Weight †</p> <p>6.1.2.8. Acquisition Value β</p> <p>6.1.2.9. Acquisition Currency†</p> <p>6.1.2.10. Country of Manufacture β</p> <p>6.1.2.11. Year of Manufacture β</p> <p>6.1.2.12. Month of Manufacture †</p> <p>6.1.2.13. Embedded item (Y/N)*</p> <p>6.1.2.14. NCAGE of parent item manufacturer (if an embedded item)†</p> <p>6.1.2.15. Manufacturer part number (if an embedded item)†</p> <p>6.1.2.16. Manufacturer serial number (if an embedded item)†</p> <p>6.1.2.17. Unique item identifier of parent item (if an embedded item)†</p> <p>6.1.2.18. Unique item identifier of item*</p> <p>6.1.2.19. Unique Item Identifier Type*</p>	

- 6.1.2.20. Issuing Agency Code*
- 6.1.2.21. Enterprise Identifier of entity assigning UII (if concatenated UII is used)†
- 6.1.2.22. Item Original Part number (if UII is serialized within the part number)†
- 6.1.2.23. Item Lot or Batch Number (if UII is serialized within the batch or lot)†
- 6.1.2.24. Serial number used in UII (if concatenated unique item identifier is used)†
- 6.1.2.25. CAGE or DUNS of organization submitting the data*
- 6.1.2.26. Name of the person or office submitting the data*
- 6.1.2.27. E-mail address of the submitter*
- 6.1.2.28. Phone number of the submitter*
- 6.1.2.29. Contract Number under which the item is to be delivered*

6.1.3. NOTES:

- 6.1.3.1. (*) indicates a Mandatory Field
- 6.1.3.2. (β) indicates an Optional Field
- 6.1.3.3. (†) indicates a Conditional Field

6.1.4. Marking Specifications

- 6.1.4.1. A - E is standard Materiel Identification Data Set for Serialized Equipment and is required for any serialized item (including embedded serialized items)
- 6.1.4.2. F - Weight is optional information
- 6.1.4.3. G - Unit of weight is conditional (required if Weight is not NULL)
- 6.1.4.4. H - Acquisition Value is optional information
- 6.1.4.5. I - Acquisition Currency is conditional (required if Acquisition Value is not NULL)
- 6.1.4.6. J - Country of Manufacture is optional information
- 6.1.4.7. K - Year of Manufacture is optional information
- 6.1.4.8. L - Month of Manufacture is optional information
- 6.1.4.9. M, N, O - NCAGE, Manufacturer Part Number and Manufacturer Serial number of superior equipment is conditional (required if item is installed in a superior equipment)
- 6.1.4.10. P - Concatenated UII required for ALL items subject to UID
- 6.1.4.11. Q - UII Type required to describe UID type (UID1, UID2, VIN, ESN, GIAI, GRAI, UDI)
- 6.1.4.12. R - Parent UII is conditional (required for all embedded items)
- 6.1.4.13. S - Parent UII must be submitted prior to, or along with, child UII. Child UIIs referencing a parent UII that is not registered will be rejected.
- 6.1.4.14. T - Issuing Agency code is conditional (required for all concatenated UIIs)
- 6.1.4.15. U - Enterprise Identifier responsible for ensuring uniqueness of UII is conditional (required for all concatenated UIIs)
- 6.1.4.16. V - Original part number is conditional for UII Data (required for UID2 construct when UIIs are serialized within the Part Number)
- 6.1.4.17. W - Lot / Batch number is conditional for UII Data (required for UID2 construct when UIIs are serialized within the Lot / Batch)

- 6.1.4.18. X - Serial Number in UII Data set is conditional (required for concatenated UIIs); if UID2 construct is used, UII serial must match OEM serial number (column F)
- 6.1.4.19. Y - AC is required to provide contact information of the entity submitting the data and the contract under which referenced equipment is to be delivered
- 6.1.4.20. C, U, Y - Discrete Enterprise Identifiers are required for:
 - 6.1.4.21. C - The Enterprise ID of the original equipment manufacturer;
 - 6.1.4.22. U - The entity that assigned the UII (if concatenated UII is used);
 - 6.1.4.23. Y - The Enterprise ID of the entity that submitted the data to DND;
 - 6.1.4.24. These Identifiers may be different or the same depending on which entity manufactured the equipment, which entity assigned the UII, which entity submitted the data to DND.

6.2. SOFT COPY FORMAT

- 6.2.1. The data must be delivered in a “.CSV” or “.XLS: format”
- 6.2.2. The data must be presented IAW the following UID Data Submission template:



MIDS UID Ter

- 6.2.3. **Soft Copy format submission size below 7MB** – The UID Data Submission may be submitted via email as follows:
 - 6.2.3.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
 - 6.2.3.2. Subject Field: ICAMMS-ILS-202 – UID Data Submission – [Rev #] – [Date of Issue]
- 6.2.4. **Soft Copy format submission size at or above 7MB** - The UID Data Submission must be submitted on CD or DVD media and be labelled as follows:
 - 6.2.4.1. ISO Container Administrative Movement and Maintenance System
 - 6.2.4.2. UID Data Submission;
 - 6.2.4.3. ICAMMS-ILS-202;
 - 6.2.4.4. The Revision number, and
 - 6.2.4.5. The date of issue.

A3.12 DID – UID Verification and Validation Report

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>UID Verification and Validation Report</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-ILS-203</p>
<p>3. DESCRIPTION</p> <p>The Unique Identification (UID) Verification and Validation Report is a tabular list providing UID marking activity, validation and verification data such as: physical asset marking, registration, inventory audits, quality audits, and verification/validation results.</p> <p>This Data Item Description (DID) contains format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.</p>	
<p>4. RELATED DOCUMENTS</p> <p>CDRL/DID ICAMMS-ILS-201</p> <p>CDRL/DID ICAMMS-ILS-202</p> <p>A-LM-505-702/JS-001</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 5.4</p> <p>CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. Definitions must be as in A-LM-505-702/JS-001, latest version at the time of the solicitation. Other documents referenced in A-LM-505-702/JS-001 must also be applied in the context of UID Validation and Verification.</p> <p>6.1.2. The Contractor's report format is acceptable.</p> <p>6.1.3. Each UII mark must be validated for data contents IAW A-LM-505-702/JS-001.</p> <p>6.1.4. Verification for mark quality of the first article for each item type is required. A sampling plan based on lot size may be used to verify remaining UII marks within a lot. In order to pass, a mark must meet the minimum quality standards set out in A-LM-505-702/JS-001.</p> <p>6.1.5. Verification and validation results must include at a minimum the data set out in 10.7 below (with exception of Verifications, for which a representative sample may be verified as per 10.4).</p> <p>6.1.6. Marks failing verification or validation must be replaced with compliant marks by the Contractor prior to acceptance of the items.</p> <p>6.1.7. The tabular report must include the following alphanumeric fields:</p> <p style="margin-left: 20px;">6.1.7.1. Unique Item Identifier (UII).</p> <p style="margin-left: 20px;">6.1.7.2. UII Type (Construct).</p> <p style="margin-left: 20px;">6.1.7.3. Enterprise Identifier (EID).</p> <p style="margin-left: 20px;">6.1.7.4. EID Type (CAGE/NCAGE, DUNS, etc).</p> <p style="margin-left: 20px;">6.1.7.5. Original Equipment Manufacturer (OEM) Part Number.</p> <p style="margin-left: 20px;">6.1.7.6. Service Assigned Serial Number (if assigned).</p> <p style="margin-left: 20px;">6.1.7.7. Original Equipment Manufacturer (OEM) serial number.</p> <p style="margin-left: 20px;">6.1.7.8. Equipment Nomenclature (name and type).</p> <p style="margin-left: 20px;">6.1.7.9. National Stock Number (NSN).</p> <p style="margin-left: 20px;">6.1.7.10. Validation Date.</p>	

- 6.1.7.11. Validation Result (Pass/Fail).
- 6.1.7.12. Verification Date.
- 6.1.7.13. Verification Result (Pass/Fail).
- 6.1.7.14. Other Event/Activity Date* (optional).
- 6.1.7.15. Other Event/Activity* (optional).
- 6.1.7.16. For items marked that "Fail" IUID validation or verification, identify corrective action (whether the item has been re-marked or scrapped).
- 6.1.7.17. *Other Event/Activity will be defined in the Contract Data Requirements Lists (CDRLs) if required.
- 6.1.8. The Key attributes for the report are the validation and verification columns which each indicate (Pass/Fail). (NOTE: Most verification apparatus provide electronic records with pass/fail summaries for both verification and validation.)
- 6.1.9. A "Pass" validation value must be assigned to records whose data matrix symbol(s) properly encode Item Unique Identification data as prescribed in A-LM-505-702/JS-001 requirements for machine readable information (MRI) marking.
- 6.1.10. A "Pass" verification value must be assigned to records whose data matrix symbol(s) meet or exceed the Symbol Quality standards set out in A-LM-505-702/JS-001 for data matrix symbol quality. These must be accompanied with a detailed Verification report for each mark that was verified.
- 6.1.11. The Contractor must ensure machine-readable UII marks required under this contract are permanently placed on the items subjected to contractually-required performance testing prior to that testing; and further must include all mark serviceability problems in the item's test report(s).
- 6.2. **SOFT COPY FORMAT**
 - 6.2.1. The data must be delivered in a ".CSV" or ".XLS" format
 - 6.2.2. **Soft Copy format submission size below 7MB** – The UID Verification and Validation Report may be submitted via email as follows:
 - 6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
 - 6.2.2.2. Subject Field: ICAMMS-ILS-203 – UID Verification and Validation Report – [Rev #] – [Date of Issue]
 - 6.2.3. **Soft Copy format submission size at or above 7MB** - The UID Data Submission must be submitted on CD or DVD media and be labelled as follows:
 - 6.2.3.1. ISO Container Administrative Movement and Maintenance System
 - 6.2.3.2. UID Verification and Validation Report;
 - 6.2.3.3. ICAMMS-ILS-203;
 - 6.2.3.4. The Revision number, and
 - 6.2.3.5. The date of issue.

A3.13 DID – Provisioning Parts Breakdown

DATA ITEM DESCRIPTION					
1. TITLE Provisioning Parts Breakdown (PPB)			2. IDENTIFICATION NUMBER DID ICAMMS-ILS-204		
3. DESCRIPTION Provisioning documentation is needed by DND to identify, catalogue, calculate and procure the range and depth of spare and repair parts needed to support the approved in-service maintenance, and to handle, store and transport these items.					
4. RELATED DOCUMENTS D-01-100-214/SF-000			5. CONTRACT REFERENCE SOW: Para. 5.1 CDRL: App. A2.2		
6. PREPARATION INSTRUCTIONS 6.1. CONTENT 6.1.1. For each item considered for provisioning, the provisioning and packaging data identified below must be provided in electronic form suitable for entry into the DND DRMIS system. 6.1.2. The Contractor must provide these data in a timely manner, consistent with the need for initial provisioning, long lead time and interim spares data requirements. 6.1.3. The data element names are provided for both DND usage, and the formal MIL-STD-1388/2B or GEIA-STD-0007B. Data Element Definition (DED) numbers referenced in the body of this DID are extracted from MIL-STD-1388-2B, Appendix E.					
DND Data Element Name	1388 2B name (Where different to Canadian name)	1388 DED #	GEIA-STD-0007-B	Provisioning List	CBIL
Item Sequence Number	Provisioning List Item Sequence Number (PLISN)	309		Reqd	Reqd
Indenture Code	Indenture Code	162	2520	Reqd	N/A
Item Name		182	2790	Reqd	Reqd
Manufacturer's Reference No. (Note 1)	Reference number	337	4400	Reqd	Reqd
CAGE Code (Note 1)		046	1520	Reqd	Reqd
Contractors Part Number (Note 2)	Additional Reference Number	006	4400	Reqd	Reqd
CAGE Code (Note 2)		046	1520	Reqd	Reqd
NATO Stock Number	National Stock Number and Related data	253	2280	If Assigned	If Assigned
Quantity per Assembly		316	4190	Reqd	Reqd
Standard Unit Price	Unit of Issue Price	490	3990	Reqd	Reqd
Unit of Issue		488	5700	Reqd	N/A
Unit of Measure		491	5720	N/A	Reqd
Production Lead Time		299		Reqd	N/A
Reference Designation		335	4380	Reqd	N/A
Shelf Life		377	4730	Reqd	Reqd

Usage Rate	Maintenance Replacement Rate I (MRRI)	211		Reqd	N/A
Recommended Buy Qty	Total Qty Recommended for 24 months of Preventive and Corrective Maintenance	453	4310	Reqd	Reqd
Source, Maintenance and Recoverability Code (SMR)		389	4830	Reqd	N/A
Degree of Protection Code		074		Reqd	Reqd
Unit Weight Unpacked	Unit Weight	497	3190	Reqd	N/A
Unit Size Unpacked	Unit Size	496	2890	Reqd	N/A
Unit Pack Cube		493		Reqd	N/A
Material Safety Data Sheet Required		(None)		Reqd	Reqd
Special Material Content Code		395		Reqd	Reqd

Note 1: This P/N and CAGE code must be that issued by the Prime Contractor, or Integrator, for the system being provisioned.

Note 2: This P/N (s) and CAGE code (s) must be those of Original Equipment Manufacturer(s) (OEM's)

6.1.4. To determine Usage Rate the following calculation must be applied:

6.1.4.1. Usage Rate = Task Frequency x Quantity per task

6.1.4.2. Where:

6.1.4.2.1. Task Frequency = (Failure Rate + De-rating Factors) x Conversion Factor x Annual Operating Requirements

6.1.4.2.2. De-rating Factors are:

6.1.4.2.2.1. Induced Failures: $\frac{1}{\text{MTBM-IN}}$.

6.1.4.2.2.2. No Defect: $\frac{1}{\text{MTBM-ND}}$.

6.1.4.3. The Conversion Factor adjusts the Annual Operating Requirements, taking into account the duty cycle, i.e., proportion of time the provisioned item is working compared to the time that the system is operating.

6.1.4.4. For preventive maintenance resulting in items being removed and replaced, extend the calculation to take into account the time between scheduled removals:

$\frac{1}{\text{MTBR}}$

6.2. SOFT COPY FORMAT

6.2.1. The data must be delivered in a ".CSV" or ".XLS: format"

6.2.2. **Soft Copy format submission size below 7MB** – The Provisioning Parts Breakdown may be submitted via email as follows:

6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.

6.2.2.2. Subject Field: ICAMMS-ILS-204 – Provisioning Parts Breakdown – [Rev #] – [Date of Issue]

6.2.3. **Soft Copy format submission size at or above 7MB** - The UID Data Submission must be submitted on CD or DVD media and be labelled as follows:

6.2.3.1. ISO Container Administrative Movement and Maintenance System

6.2.3.2. Provisioning Parts Breakdown;

6.2.3.3. ICAMMS-ILS-204;

6.2.3.4. The Revision number, and

6.2.3.5. The date of issue.

A3.14 DID – Supplementary Provisioning Technical Documentation

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>Supplementary Provisioning Technical Documentation (SPTD)</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-ILS-205</p>
<p>3. DESCRIPTION</p> <p>Supplementary Provisioning Technical Documentation (SPTD) uniquely identify, for cataloguing purposes, each item in each provisioning list that has not already been assigned a NATO Stock Number.</p>	
<p>4. RELATED DOCUMENTS</p> <p>CDRL/DID ICAMMS-ILS-204</p> <p>D-01-100-214/SF-000</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 5.1</p> <p>CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. The SPTD must include sufficient data to clearly define each item for cataloguing.</p> <p>6.1.2. The SPTD must include</p> <p style="margin-left: 20px;">6.1.2.1. Item Name (DED 201 or GEIA 2790);</p> <p style="margin-left: 20px;">6.1.2.2. Reference (Manufacturer's Part) No. (DED 337 or GEIA 4400); and</p> <p style="margin-left: 20px;">6.1.2.3. CAGE Code (DED 046 or GEIA 1520).</p> <p>6.1.3. The SPTD must include as applicable:</p> <p style="margin-left: 20px;">6.1.3.1. Configuration - drawing of item; assembly, wiring or schematic drawing; illustrated parts list</p> <p style="margin-left: 20px;">6.1.3.2. Technical specification, including relevant standards</p> <p style="margin-left: 20px;">6.1.3.3. Physical characteristics, such as dimensions, tolerances, materials, mandatory processes, surface finish, protective coating;</p> <p style="margin-left: 20px;">6.1.3.4. Electrical characteristics;</p> <p style="margin-left: 20px;">6.1.3.5. Performance data, including the environmental and operating conditions under which the item must perform;</p> <p style="margin-left: 20px;">6.1.3.6. Mounting requirements;</p> <p style="margin-left: 20px;">6.1.3.7. Special features which contribute to the uniqueness of the item; and</p> <p style="margin-left: 20px;">6.1.3.8. Commercial catalogue data</p> <p>6.1.4. The SPTD must be sequenced in the same order as the provisioning list that it supplements.</p> <p>6.1.5. The SPTD must include identification of any limitations on the use or publication of any data provided.</p> <p>6.2. SOFT COPY FORMAT</p> <p>6.2.1. The data must be delivered in a ".CSV" or ".XLS: format"</p> <p>6.2.2. Soft Copy format submission size below 7MB – The Provisioning Parts Breakdown may be submitted via email as follows:</p> <p style="margin-left: 20px;">6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.</p> <p style="margin-left: 20px;">6.2.2.2. Subject Field: ICAMMS-ILS-205 – Supplementary Provisioning Technical Documentation – [Rev #] – [Date of Issue]</p>	

6.2.3. **Soft Copy format submission size at or above 7MB** - The Supplementary Provisioning Technical Documentation must be submitted on CD or DVD media and be labelled as follows:

6.2.3.1. ISO Container Administrative Movement and Maintenance System

6.2.3.2. Supplementary Provisioning Technical Documentation;

6.2.3.3. ICAMMS-ILS-205;

6.2.3.4. The Revision number, and

6.2.3.5. The date of issue.

A3.15 DID – Technical Manual

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>Technical Manual</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-ILS-206</p>
<p>3. DESCRIPTION</p> <p>The Technical Manual must describe the tasks necessary for installation, operation and maintenance of the ICAMMS system.</p>	
<p>4. RELATED DOCUMENTS</p> <p>C-01-100-100/AG-008 - Writer’s Guide for Technical Documentation</p> <p>D-01-100-204/SF-000 - Specification - Preparation Of Preventive Maintenance Instructions</p> <p>D-01-100-205/SF-000 - Specification - Preparation Of Corrective Maintenance Instruction</p> <p>D-01-100-207/SF-002 – Specification – Preparation of Interim Illustrated Parts Manuals for Land Equipment</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 5.2</p> <p>CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. The Technical Manual must cover, at a minimum, the following information:</p> <ul style="list-style-type: none"> 6.1.1.1. System overview; 6.1.1.2. System Operation, including: 6.1.1.3. System unpacking; 6.1.1.4. Installation on an ISO container; 6.1.1.5. Towing procedures; 6.1.1.6. Removal from an ISO container 6.1.1.7. Preventive Maintenance tasks and procedures; 6.1.1.8. Corrective Maintenance tasks and procedures; <ul style="list-style-type: none"> 6.1.1.8.1. Corrective Maintenance instructions must include corrective maintenance tasks which can be completed in one hour or less. 6.1.1.9. Preparation for Storage and Transportation; 6.1.1.10. Illustrated Parts List <p>6.1.2. The manual must be provided in both English and French.</p> <p>6.1.3. Each ICAMMS must have a hard copy of the TA approved Technical Manual.</p> <p>6.1.4. The Technical Manual hard copies must be weather resistant.</p> <p>6.1.5. The Technical Manual Hard copies must be stored in a weather proof holder affixed to the ICAMMS or ICAMMS storage adaptor.</p> <p>6.2. SOFT COPY FORMAT</p> <p>6.2.1. The data must be delivered in .pdf format.</p>	

6.2.2. **Soft Copy format submission size below 7MB** – The Technical Manual may be submitted via email as follows:

6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.

6.2.2.2. Subject Field: ICAMMS-ILS-206 – Technical Manual – [Rev #] – [Date of Issue]

6.2.3. **Soft Copy format submission size at or above 7MB** - The Technical Manual must be submitted on CD or DVD media and be labelled as follows:

6.2.3.1. ISO Container Administrative Movement and Maintenance System

6.2.3.2. Technical Manual;

6.2.3.3. ICAMMS-ILS-206;

6.2.3.4. The Revision number, and

6.2.3.5. The date of issue.

A3.16 DID – Operator’s Quick Reference Card

DATA ITEM DESCRIPTION	
1. TITLE Operator’s Quick Reference Card (OQRC)	2. IDENTIFICATION NUMBER DID ICAMMS-ILS-207
3. DESCRIPTION The OQRC provides essential instructions for the safe set-up and operation of the equipment.	
4. RELATED DOCUMENTS C-01-100-100/AG-008 - Writer’s Guide for Technical Documentation	5. CONTRACT REFERENCE SOW: Para. 5.2 CDRL: App. A2.2
6. PREPARATION INSTRUCTIONS	
<p>6.1. CONTENT</p> <p>6.1.1. The OQRC must provide operators essential instructions for safe operation of the ICAMMS:</p> <p style="margin-left: 20px;">6.1.1.1. Set-up and installation on ISO Containers</p> <p style="margin-left: 20px;">6.1.1.2. Towing procedures.</p> <p style="margin-left: 20px;">6.1.1.3. Tear down and stowage procedures:</p> <p>6.1.2. The checklist must be bilingual.</p> <p>6.1.3. The French and English text may be on separate pages.</p> <p>6.1.4. The OQRC may be in the Contractor’s format.</p> <p>6.2. HARD COPY FORMAT</p> <p>6.2.1. The checklist must be condensed to fit one (1) 8.5”x11” (letter) format page, either single or double sided.</p> <p>6.2.2. The final physical copies of the checklist must be weatherproof.</p> <p>6.2.3. One (1) hard copy must be included with each ICAMMS system.</p> <p>6.3. SOFT COPY FORMAT</p> <p>6.3.1. The data must be delivered in .pdf format.</p> <p>6.3.2. Soft Copy format submission size below 7MB – The OQRC may be submitted via email as follows:</p> <p style="margin-left: 20px;">6.3.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.</p> <p style="margin-left: 20px;">6.3.2.2. Subject Field: ICAMMS-ILS-207 – OQRC – [Rev #] – [Date of Issue]</p> <p>6.3.3. Soft Copy format submission size at or above 7MB - The OQRC must be submitted on CD or DVD media and be labelled as follows:</p> <p style="margin-left: 20px;">6.3.3.1. ISO Container Administrative Movement and Maintenance System</p> <p style="margin-left: 20px;">6.3.3.2. OQRC;</p> <p style="margin-left: 20px;">6.3.3.3. ICAMMS-ILS-207;</p> <p style="margin-left: 20px;">6.3.3.4. The Revision number, and</p> <p style="margin-left: 20px;">6.3.3.5. The date of issue.</p>	

A3.17 DID – Training Master Lesson Plan

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>Training Master Lesson Plan</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-ILS-208</p>
<p>3. DESCRIPTION</p> <p>The Training Master Lesson Plan forms the basis of training to be performed during Initial Cadre Training (ICT) and provides instructors with the essential instructions and teaching points to prepare and deliver instruction on the equipment's key characteristics and operation.</p>	
<p>4. RELATED DOCUMENTS</p> <p>DID ICAMMS-ILS-209</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 5.3 CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. The Contractor must develop a Master Training plan documenting training material requirements and preparation, including:</p> <ul style="list-style-type: none"> 6.1.1.1. Initial Cadre Training (ICT) training session schedules, 6.1.1.2. Training equipment, 6.1.1.3. Training site requirements, and 6.1.1.4. Training support requirements. <p>6.1.2. The Training Plan must document training materials down to individual learning objectives and teaching points.</p> <p>6.1.3. The Training Plan must encompass:</p> <ul style="list-style-type: none"> 6.1.3.1. An overview of all ICAMMS components; 6.1.3.2. Set-up procedure; 6.1.3.3. Lifting and lowering procedures; 6.1.3.4. Preparing the ICAMMS for towing; 6.1.3.5. Towing procedures and operation; 6.1.3.6. Tear-down and packing the ICAMMS 6.1.3.7. Troubleshooting procedures, and 6.1.3.8. Operator Maintenance procedures. <p>6.2. SOFT COPY FORMAT</p> <p>6.2.1. The data must be delivered in .pdf format.</p> <p>6.2.2. Soft Copy format submission size below 7MB – The Training Master Lesson Plan may be submitted via email as follows:</p> <ul style="list-style-type: none"> 6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract. 6.2.2.2. Subject Field: ICAMMS-ILS-208 – Training Master Lesson Plan – [Rev #] – [Date of Issue] <p>6.2.3. Soft Copy format submission size at or above 7MB - The Training Master Lesson Plan must be submitted on CD or DVD media and be labelled as follows:</p>	

6.2.3.1. ISO Container Administrative Movement and Maintenance System

6.2.3.2. Training Master Lesson Plan;

6.2.3.3. ICAMMS-ILS-208;

6.2.3.4. The Revision number, and

6.2.3.5. The date of issue.

A3.18 DID – Video Training Package

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p>Video Training Package</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID ICAMMS-ILS-209</p>
<p>3. DESCRIPTION</p> <p>The Video Training Package will provide instructional videos, enabling operators and maintainers to gain or maintain basic knowledge and proficiency in operation of the ICAMMS system. The Video Training Package will supplement ICT training, and enable continuous training support to widely distributed operators and maintainers.</p>	
<p>4. RELATED DOCUMENTS</p> <p>DID-ILS-ICAMMS-208</p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 5.3 CDRL: App. A2.2</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. Training Videos must be produced to cover each element of the Training Master Lesson Plan.</p> <p>6.1.2. Training videos must align with the structure of the Training Master Lesson Plan.</p> <p>6.1.3. Multiple training plan teaching points can be incorporated into a single video, up to a maximum individual video duration of 15 minutes.</p> <p>6.1.4. Training videos must be in English and French, for all aural and text in the video.</p> <p>6.1.4.1. English and French Training Videos must be submitted as separate videos.</p> <p>6.2. SOFT COPY FORMAT</p> <p>6.2.1. The data must be delivered in .mp4 format.</p> <p>6.2.2. Soft Copy format submission size below 7MB – The Video Training Package may be submitted via email as follows:</p> <p>6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.</p> <p>6.2.2.2. Subject Field: ICAMMS-ILS-209 – Video Training Package – [Rev #] – [Date of Issue]</p> <p>6.2.3. Soft Copy format submission size at or above 7MB - The Video Training Package must be submitted on CD or DVD media and be labelled as follows:</p> <p>6.2.3.1. ISO Container Administrative Movement and Maintenance System</p> <p>6.2.3.2. Video Training Package;</p> <p>6.2.3.3. ICAMMS-ILS-209;</p> <p>6.2.3.4. The Revision number, and</p> <p>6.2.3.5. The date of issue.</p>	