



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Unit / Module de réception des soumissions

50 Victoria St / 50 rue Victoria

Place du Portage, PDP I

Suite C117

Gatineau

Quebec

K1A 0C9

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Proposal To: Public Works and Government Services Canada

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

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

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

Comments - Commentaires

Title - Sujet Repair and Overhaul - ATP Repair and Overhaul - Air Turbine Pumps	
Solicitation No. - N° de l'invitation W8482-218163/A	Date 2024-02-07
Client Reference No. - N° de référence du client W8482-218163	
GETS Reference No. - N° de référence de SEAG PW-\$VCI-008-29277	
File No. - N° de dossier 008vci.W8482-218163	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2024-03-08 Heure Normale du l'Est HNE	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Walsh, Patrick	Buyer Id - Id de l'acheteur 008vci
Telephone No. - N° de téléphone (000) 000-0000 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: See Herein	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Victoria Class Integrated Contract Support/Class de Victoria soutien de contrat integre

455 De la Carriere Blvd - 2-SC06

Gatineau

Quebec

K1A0S5

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

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
 - (b) the Bidder must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 - Section V Additional Information.
2. Before access to sensitive information is provided to the Bidder, the following conditions must be met:
 - (a) the Bidder's proposed individuals requiring access to sensitive information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
 - (b) the Bidder's security capabilities must be met as indicated in Part 6 - Resulting Contract Clauses.
3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

1.2 Statement of Work - Bid

The Work to be performed is detailed at Annex A - Statement of Work of the resulting contract clauses.

1.3 Debriefings

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

1.4 Canada Post Corporation's (CPC) Connect service

This bid solicitation allows bidders to use the CPC Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2023-06-08) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days
Insert: 90 days

2.2 Submission of Bids

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

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

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

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

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

2.2.1 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work 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.

2.3 Former Public Servant

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

Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions:

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

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

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

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

Former Public Servant in Receipt of a Pension:

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

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

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

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

Work Force Adjustment Directive:

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

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

2.4 Enquiries - Bid Solicitation

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

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

2.5 Applicable Laws

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

2.6 Bid Challenge and Recourse Mechanisms

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

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

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

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

Section I: Technical Bid (2 hard copies)
Section II: Financial Bid (1 hard copy)
Section III: Certifications (1 hard copy)
Section IV: Additional Information (1 hard copy)

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

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

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

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

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

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

In order to assist Canada in meeting the objectives of the [Policy on Green Procurement](#) when feasible bidders should prepare and submit their bid as follows:

- 1) Include all environmental certification(s) relevant to your organization (such as ISO 14001, Leadership in Energy and Environmental Design (LEED), Carbon Disclosure Project, etc.).
- 2) Include all third party environmental certification(s) or Environmental Product Declaration(s) (EPD) specific to your product/service (such as Canadian Standards Association (CSA Group), Underwriters Laboratories (ULSolutions); Forest Stewardship Council (FSC), ENERGystar, etc.).
- 3) Unless otherwise noted, bidders are encouraged to submit bids electronically. If hard copies are required, bidders should:

- a. use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably managed forest and containing minimum 30% recycled content; and
- b. use an environmentally preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of Cerlox, duo tangs, spiral binding or binders, and must not contain any single-use plastics.

Canada is committed to achieving net zero greenhouse gas (GHG) emissions by 2050 in an effort to position Canada for success in a green economy and to mitigate climate change impacts. As a result, future solicitations may include the following:

- there may be evaluation criteria or other instructions in the solicitation or contract documents related to measuring and disclosing your company's GHG emissions;
- you may be requested or required to join one of the following initiatives to submit a bid, offer or arrangement or if you are awarded the contract:
 - Canada's Net-Zero Challenge;
 - the United Nations Race to Zero;
 - the Science-based Targets Initiative;
 - the Carbon Disclosure Project;
 - the International Organization for Standardization;
- you may be required to provide other evidence of your company's commitment and actions toward meeting net zero targets by 2050.

Section I: Technical Bid

In their technical bid, Bidders must explain and demonstrate how they propose to meet the requirements and how they will carry out the Work in accordance with Annex A – Statement of Work and Annex F – Evaluation Criteria.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment and Annex F – Evaluation Criteria.

3.1.1 Electronic Payment of Invoices – Bid

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

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

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

3.1.2 Exchange Rate Fluctuation Risk Mitigation

1. The Bidder may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Bidder claims for an exchange rate adjustment, this request must be clearly indicated in the bid at time of bidding. The Bidder must submit form [PWGSC-TPSGC 450](#), Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.
2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate

adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).

4. At time of bidding, the Bidder must complete columns (1) to (4) on form [PWGSC-TPSGC 450](#), for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Bidder will not be accepted for the purposes of this exchange rate fluctuation provision.

Section III: Certifications

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

3.1.3 SACC Manual Clauses

SACC Manual clause [B1000T](#) (2014-06-26) Condition of Material – Bid

Section IV: Additional Information

3.1.4 Bidder's Proposed Sites or Premises Requiring Safeguarding Measures

- 3.1.4.1** As indicated in Part 1 under Security Requirements, the Bidder must provide the full addresses of the Bidder's and proposed individuals sites or premises for which safeguarding measures are required for Work Performance:

Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State
Postal Code / Zip Code
Country

- 3.1.4.2** The Company Security Officer must ensure through the [Contract Security Program](#) that the Contractor and individuals hold a valid security clearance at the required level, as indicated in Part 1, clause 1.1, Security Requirements.

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 technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

See attached Annex F – Evaluation Criteria for the Mandatory Technical Criteria and Point Rated Criteria

4.1.2 Financial Evaluation

See attached Annex F – Evaluation Criteria for Financial Evaluation

4.2 Basis of Selection - Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria.

The rating is performed on a scale of 60 points.

2. Bids not meeting (a) or (b) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 80% for the technical merit and 20% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained divided by the maximum number of points available multiplied by the ratio of 80%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 20%.
6. For each responsive bid, the technical merit score and the pricing score (Ceiling Price score plus Mark-up score) will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be successful. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 80/20 ratio of technical merit and price, respectively. The total available points equals 60, the lowest evaluated price is \$45,000 (45), and the lowest evaluated Mark-up is 5% (5).

Basis of Selection - Highest Combined Rating Technical Merit (80%) and Price (15% Ceiling Price and 5% Mark-up)

	Bidder 1	Bidder 2	Bidder 3	
Overall Technical Score	50/60	39/60	41/60	
Bid Evaluated Price	\$55,000.00	\$50,000.00	\$45,000.00	
Calculations	Technical Merit Score	50/60 x 80 = 66.67	39/60 x 80 = 52	41/60 x 80 = 54.67

Solicitation No. - N° de l'invitation
W8482-218163/A
Client Ref. No. - N° de réf. du client
W8482-218163

Amd. No. - N° de la modif.
File No. - N° du dossier
008vci.W8482-218163

Buyer ID - Id de l'acheteur
008vci
CCC No./N° CCC - FMS No./N° VME

	Ceiling Price Score	45/55 x 15 = 12.27	45/50 x 15 = 13.5	45/45 x 15 = 15
	Mark-up score	5/7.5 x 5 = 3.33	5/10 x 5 = 2.5	5/5 x 5 = 5
	Combined Rating	82.27	68	74.67
	Overall Rating	1st	3rd	2nd

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Security Requirements – Required Documentation

In accordance with the [requirements of the Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>), the Bidder must provide a completed Contract Security Program Application for Registration (AFR) form to be given further consideration in the procurement process.

Bidders are reminded to obtain the required security clearance and, as applicable, security capabilities promptly. As indicated above, bidders who do not provide all the required information at bid closing will be given the opportunity to complete any missing information from the AFR form within a period set by the Contracting Authority. If that information is not provided within the timeframe established by the Contracting Authority (including any extension granted by the Contracting Authority in its discretion), or if Canada requires further information from the bidder in connection with assessing the request for security clearance (i.e., information not required by the AFR form), the Bidder will be required to submit that information within the time period established by the Contracting Authority, which will not be less than 48

hours. If, at any time, the Bidder fails to provide the required information within the timeframe established by the Contracting Authority, its bid will be declared non-compliant.

5.2.3 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

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

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

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

5.2.4 Additional Certifications Precedent to Contract Award

5.2.4.1 Status and Availability of Resources

SACC *Manual* clause [A3005T](#) (2010-08-16) Status and Availability of Resources

5.2.4.2 Education and Experience

SACC *Manual* clause [A3010T](#) (10-08-16) Education and Experience

5.2.4.3 Rate Certification - Commercial Services (Canadian-based Bidder)

SACC *Manual* clause [C0600T](#) (2014-06-26) Rate Certification - Commercial Services (Canadian-based Bidder)

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract.

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Facility Security Clearance at the level of **SECRET**, with approved Document safeguarding at the level of **SECRET**, issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to **FOREIGN CLASSIFIED/PROTECTED** information, assets or sensitive site(s) **must be a citizen of Canada or The United States of America and** must EACH hold a valid personnel security screening at the level of **SECRET or Reliability Status, as required**, granted or approved by the CSP, PWGSC.
3. The Contractor/Offeror **MUST NOT** remove any **CLASSIFIED/PROTECTED** information or assets from the identified site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
4. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of the CSP, PWGSC.
5. The winning bidder / contractor must submit the completed FOCI package including the associated documentation as prescribed in the FOCI Guidelines and Questionnaire by the due date identified in the email sent by the FOCI office.
6. Before accessing any Foreign Government, NATO, or COMSEC, information and/or assets, the winning bidder/contractor must be in possession of a determination letter, specific to this contract which will expire at the end of this contract or any contract extensions, from the FOCI Office identifying the results of the FOCI assessment.
7. If the "Under FOCI with Mitigation Measures" determination letter requires mitigation measures to be implemented, these measures must be implemented and approved by the FOCI Office prior to the winning bidder/contractor or their personnel access Foreign Government, NATO, or COMSEC, information and/or assets. The mitigation measures must remain implemented throughout the duration of the contract, including any contract extension(s) if applicable.
8. The CSP retains the right to suspend the winning bidder/contractor's organizational clearance if the winning bidder/contractor becomes subject to an "Under FOCI with Mitigation Measures" determination and chooses not to implement the required mitigation measures.
9. The winning bidder/contractor must maintain their FOCI determination of "Not under FOCI", or "Under FOCI with Mitigation Measures" status throughout the duration of the contract, including any contract extension(s) if applicable.
10. The winning bidder/contractor must immediately provide the FOCI Office with documentation pertaining to any changes to the organization's corporate and or ownership structure as well as any increase in foreign income or foreign debt from what was reported to the FOCI Office for the initial FOCI assessment. The winning bidder/contractor will be subject to a FOCI re-assessment based on this new information to re-determine the FOCI status of the winning bidder/contractor.
11. An "Under FOCI" determination letter with no possible mitigation measures will result in the winning bidder/contractor not being able to obtain the necessary security clearances, to obtain and or maintain a Facility Security Clearance (FSC) and personnel clearances with the CSP, and consequently not meeting the security requirements of the contract.
12. The Contractor/Offeror must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
- (b) Industrial Security Manual (Latest Edition).

NOTE: There are **multiple levels of personnel security screenings** associated with this file. In this instance, a Security Classification Guide must be added to the SRCL clarifying these screenings. The Security Classification Guide is normally generated by the organization's project authority and/or security authority.

OR

SECURITY REQUIREMENT FOR FOREIGN SUPPLIER:

1. All CANADA PROTECTED / CLASSIFIED information/assets, furnished to the Foreign recipient Contractor: or produced by the Foreign recipient Contractor, shall be safeguarded as follows:
2. All CANADA PROTECTED / CLASSIFIED information/assets provided or generated under this Contract will continue to be safeguarded in the event of withdrawal by the recipient party or upon termination of the Contract / Standing Offer / Subcontract}, in accordance with the National legislation, regulations and policies of the United States of America.
3. The Foreign recipient Contractor shall provide the CANADA PROTECTED / CLASSIFIED information/assets a degree of safeguarding no less stringent than that provided by the Government of Canada in accordance with the National legislation, regulations and policies of, National Security legislation and regulations and as prescribed by the National Security Authority (NSA) or Designated Security Authority (DSA) of the United States of America.
4. All CANADA PROTECTED / CLASSIFIED information/assets provided to the Foreign recipient Contractor pursuant to this Contract by the Government of Canada, shall be marked by the Foreign recipient Contractor with the equivalent security classification utilized by the United States of America and in accordance with the National legislation, regulations and policies of the United States of America.
5. The Foreign recipient Contractor shall, at all times during the performance of this Contract, ensure the transfer of CANADA PROTECTED / CLASSIFIED information/assets be facilitated in accordance with the National legislation, regulations and policies of the United States of America, and in compliance with the provisions of the Bilateral Industrial Security Instrument between the United States of America and Canada.
6. Upon completion of the work, the Foreign recipient Contractor shall return to the Government of Canada, via government-to-government channels, all CANADA PROTECTED / CLASSIFIED information/assets furnished or produced pursuant to this Contract, including all CANADA PROTECTED / CLASSIFIED information/assets released to and/or produced by its subcontractors, unless otherwise authorised in writing by the Canadian DSA.
7. The Foreign recipient Contractor must identify an authorized Contract Security Officer (CSO) to be responsible for the overseeing of the security requirements, as defined in this contract. This individual will be appointed by the proponent Foreign recipient Contractor's Chief Executive Officer or Designated Key Senior Official, defined as an Owner, Officer, Director, Executive, and/or partner who occupies a position which would enable them to adversely affect the organization's policies or practices in the performance of the contract.
8. Such CANADA PROTECTED / CLASSIFIED information/assets must be released only to foreign recipient Contractor personnel who have a need to know for the performance of the Contract, must be a citizen of the United States of America or Canada, and must each hold a valid personnel security screening at the level of Reliability, Confidential, Secret as required, granted or approved by their respective country National Security Authority (NSA) or Designated Security Authority (DSA), in accordance with the National legislation, regulations and policies of the United States of America.
9. Until the Foreign recipient's responsible National Security Authority (NSA) or Designated Security Authority (DSA) for industrial security of the United States of America has provided Canadian DSA with the required written Personnel Security Screening assurances, the Foreign recipient Contractor personnel SHALL NOT HAVE ACCESS to Reliability, Confidential, Secret: CANADA PROTECTED /

CLASSIFIED information/assets, and SHALL NOT ENTER "Government of Canada" or "Contractor" sites where such information or assets are kept, without an escort. An escort is defined as "a Government of Canada" or "Contractor" employee who holds the appropriate Personnel Security Clearance at the required level.

10. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of their respective National Security Authority (NSA) or Designated Security Authority (DSA), in accordance with the National legislation, regulations and policies of the United States of America / the Canadian DSA.
11. The Foreign recipient Contractor shall not use the CANADA PROTECTED / CLASSIFIED information/assets for any purpose other than for the performance of the Contract without the prior written approval of the Government of Canada. This approval must be obtained from the Canadian DSA.
12. The Foreign recipient Contractor visiting Canadian Government or industrial facilities, under this contract, will submit for approval a Request for Visit form to Canada's Designated Security Authority (DSA) through their respective National Security Authority (NSA) or Designated Security Authority (DSA).
13. The Foreign recipient Contractor shall immediately report to the Canadian DSA all cases in which it is known or there is reason to suspect that CANADA PROTECTED / CLASSIFIED information/assets pursuant to this Contract has been compromised.
14. The Foreign recipient Contractor shall not disclose CANADA PROTECTED / CLASSIFIED information/assets to a third party government, person, firm or representative thereof, without the prior written consent of the Government of Canada. Such consent shall be sought through the recipient's National Security Authority/ Designated Security Authority (NSA/DSA) / Canadian DSA.
15. The Foreign recipient Contractor must comply with the provisions of the Security Requirements Check List attached at Annex C.

6.1.2 Contractor's Sites or Premises Requiring Safeguarding Measures

- 6.1.2.1** Where safeguarding measures are required in the performance of the Work, the Contractor must diligently maintain up-to-date, the information related to the Contractor's and proposed individuals' sites or premises for the following addresses:

Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State
Postal Code / Zip Code
Country

- 6.1.2.2** The Company Security Officer must ensure through the [Contract Security Program](#) that the Contractor and individuals hold a valid security clearance at the required level of document safeguarding capability.

6.2 Statement of Work - Contract

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

6.3 Task Authorization

6.3.1 Task Authorization Process

Task Authorization:

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

Task Authorization Process:

1. The Procurement Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form specified in Annex E.
2. The Task Authorization will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The Task Authorization will also include the applicable basis(bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Procurement Authority within 15 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a Task Authorization authorized by the Procurement Authority and/or Contracting Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a Task Authorization has been received will be done at the Contractor's own risk.

6.3.2 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by the Procurement Authority (D MAR P 5-2-6). This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

6.3.3 Task Authorization Limit

The Procurement Authority may authorize individual task authorizations up to a limit of \$50,000, Applicable Taxes included, inclusive of any revisions.

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

6.4 Standard Clauses and Conditions

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

6.4.1 General Conditions

6.4.1.1 General Conditions - Services (Medium Complexity)

[2010C](#) (2022-12-01), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

6.4.1.2 Contract Cost Principles

[1031-2 01](#) (2008-05-12) General Principle

The total cost of the Contract must be the sum of the applicable direct and indirect costs which are, or must be reasonably and properly incurred and/or allocated, in the performance of the Contract, less any applicable credits. These costs must be determined in accordance with the Contractor's cost accounting practices as accepted by Canada and applied consistently over time.

1031-2 02 (2008-05-12) Definition of a Reasonable Cost

1. A cost is reasonable if the nature and amount do not exceed what would be incurred by an ordinary prudent person in the conduct of a competitive business.
2. In determining the reasonableness of a particular cost, consideration will be given to:
 - a. whether the cost is of a type generally recognized as normal and necessary for the conduct of a contractor's business or performance of the Contract;
 - b. the restraints and requirements by such factors as generally accepted sound business practices, arm's length bargaining, federal, provincial and local laws and regulations, and contract conditions;
 - c. the action that prudent business persons would take in the circumstances, considering their responsibilities to the owners of the business, their employees, customers, the Government and public at large;
 - d. significant deviations from the established practices of the Contractor which may unjustifiably increase the contract costs; and
 - e. the specifications, delivery schedule and quality requirements of the particular contract as they affect costs.

1031-2 03 (2008-05-12) Direct Costs

There are three categories of direct costs:

- a. "Direct Material Costs" meaning the cost of materials which can be specifically identified and measured as having been used or to be used in the performance of the Contract and which are so identified and measured consistently by the Contractor's cost accounting practices as accepted by Canada.
 - i. These materials may include, in addition to materials purchased solely for the performance of the Contract and processed by the Contractor, or obtained from subcontractors, any other materials issued from the Contractor's general stocks.
 - ii. Materials purchased solely for the performance of the Contract or subcontracts must be charged to the Contract at the net laid-down cost to the Contractor before cash discounts for prompt payment.
 - iii. Materials issued from the Contractor's general stocks must be charged to the Contract in accordance with the method as used consistently by the Contractor in pricing material inventories.
- b. "Direct Labour Costs" meaning the costs of the portion of gross wages or salaries incurred for the Work, which can be specifically identified and measured as having been incurred or to be incurred in the performance of the Contract and which are so identified and measured consistently by the Contractor's cost accounting practices as accepted by Canada.
- c. "Other Direct Costs" meaning those applicable costs, not falling within the categories of direct material or direct labour, but which can be specifically identified and measured as having been incurred or to be incurred in the performance of the Contract and which are so identified and measured consistently by the Contractor's cost practices as accepted by Canada.

1031-2 04 (2012-07-16) Indirect Costs

1. "Indirect Costs (overhead)" meaning those costs which, though necessarily having been incurred during the performance of the Contract for the conduct of the Contractor's business in general, cannot be identified and measured as directly applicable to the performance of the Contract.
2. These Indirect Costs may include, but are not necessarily restricted to, such items as:
 - a. indirect materials and supplies (*);
 - b. indirect labour;
 - c. fringe benefits (the Contractor's contribution only);
 - d. public services expenses: expenses of a general nature such as power, heat, light, operation and maintenance of general assets and facilities;

-
- e. fixed/period charges: recurring charges such as property taxes, rentals and reasonable depreciation costs;
 - f. general and administrative expenses: including remuneration of executive and corporate officers, office wages and salaries and expenses such as stationery, office supplies, postage and other necessary administration and management expenses;
 - g. selling and marketing expenses associated with the goods, services or both being acquired under the Contract;
 - h. general research or development expenses as considered applicable by Canada.
- (*) For supplies of similar low-value, high-usage items the costs of which meet the above definition of Direct Material Costs but for which it is economically expensive to account for these costs in the manner prescribed for direct costs, then they may be considered to be indirect costs for the purposes of the Contract.

1031-2 05 (2008-05-12) Allocation of Indirect Costs

Indirect Costs must be accumulated in appropriate indirect cost pools, reflecting a contractor's organizational or operational lines and these pools subsequently allocated to contracts in accordance with the following two principles:

- a. the costs included in a particular indirect cost pool should have a similarity of relationship with each contract to which that indirect cost pool is subsequently distributed; further, the costs included in an indirect cost pool should be similar enough in their relationship to each other that the allocation of the total costs in the pool provides a result which would be similar to that achieved if each cost within that pool were separately distributed;
- b. the allocation basis for each indirect cost pool should reflect, as far as possible, the causal relationship of the pooled costs to the contracts to which these costs are distributed.

1031-2 6 (2008-05-12) Credits

The applicable portion of any income, rebate, allowance, or any other credit relating to any applicable direct or indirect cost, received by or accruing to the Contractor, must be credited to the Contract.

1031-2 07 (2012-07-16) Non-applicable Costs

Despite that the following costs may have been or may be reasonably and properly incurred by the Contractor in the performance of the Contract, they are considered non-applicable costs to the Contract:

- a. allowance for interest on invested capital, bonds, debentures, bank or other loans together with related bond discounts and finance charges;
- b. legal, accounting and consulting fees in connection with financial reorganization, security issues, capital stock issues, obtaining of patents and licenses and prosecution of claims against Canada;
- c. losses on investments, bad debts and collection charges;
- d. losses on other contracts;
- e. federal and provincial income taxes, excess profit taxes or surtaxes and/or special expenses in connection with those taxes;
- f. provisions for contingencies;
- g. premiums for life insurance on the lives of officers and/or directors where proceeds accrue to the Contractor;
- h. amortization of unrealized appreciation of assets;
- i. depreciation of assets paid for by Canada;
- j. fines and penalties;
- k. expenses and depreciation of excess facilities;
- l. unreasonable compensation for officers and employees;
- m. specific product development or improvement expenses not associated with the product being acquired under the Contract;

- n. advertising, except reasonable advertising of an industrial or institutional character placed in trade, technical or professional journals for the dissemination of information for the industry or institution;
- o. entertainment expenses;
- p. donations except those to charities registered under the *Income Tax Act*;
- q. dues and other memberships other than regular trade and professional associations;
- r. fees, extraordinary or abnormal for professional advice in regard to technical, administrative or accounting matters, unless approval from the Contracting Authority is obtained.
- s. compensation in the form of dividend payments or calculated based on dividend payments;
- t. compensation calculated, or valued, based on changes in the price of corporate securities, such as stock options, stock appreciation rights, phantom stock plans or junior stock conversions; or, any compensation in the form of a payment made to an employee in lieu of an employee receiving or exercising a right, option, or benefit.

6.5 Term of Contract

6.5.1 Period of the Contract

The period of the Contract is from date of Contract to _____ inclusive (**fill in end date of the period**).

6.5.2 Option to Extend the Contract

Should Canada require work to be performed on a second ATP and third ATP, the Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 2 additional 3 year periods (Option 1: Fiscal Years 27/28, 28/29, 29/30, Option 2: Fiscal Years 30/31, 31/32, 32/33, 1 period per additional ATP) under the same conditions in accordance Annex A – Statement of Work.

The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in Section 6.8 - Payment. Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

The Contractor must not commence work until a Task Authorization authorized by the Procurement Authority and/or Contracting Authority has been received by the Contractor.

6.6 Authorities

6.6.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Patrick Walsh
Title: Supply Officer
Public Services and Procurement Canada
Marine Services and Small Vessels Sector
Directorate: Marine Sustainment Directorate
Address: 455 Blvd de la Carriere, Gatineau, QC.
E-mail address: Patrick.Walsh@tpsgc-pwgsc.gc.ca

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

6.6.2 Technical Authority

The Technical Authority for the Contract is:

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

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

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

6.6.3 Procurement Authority

The Procurement Authority for the Contract is:

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

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

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

6.6.4 Contractor's Representative

The Contractor's Representative for this Contract is:

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

Delivery Follow-up

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

6.7 Proactive Disclosure of Contracts with Former Public Servants

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

6.8 Payment

6.8.1 Basis of Payment: Fixed Time Rate – Ceiling Price – Category 1: Repair and Overhaul

The Contractor will be paid Fixed Time Rates as per Table 1, for actual hours worked in accordance with the Statement of Work in Annex A. Canada's total payment to the Contractor under Category 1 of the Contract, including any design changes, modifications or interpretations of the Work approved, in writing, by the Contracting Authority, must not exceed the ceiling price of \$ _____ (**insert the amount at contract award**). Customs duties are excluded and applicable taxes are extra.

Table 1: Fixed Time Rates Table

Category	Name (if applicable)	Fixed Hourly Rate (01 April 24 to 31 March 25) (FY24/25)	Fixed Hourly Rate (01 April 25 to 31 March 26) (FY25/26)	Fixed Hourly Rate (01 April 26 to 31 March 27) (FY26/27)
_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____	\$ _____

These Fixed Time Rates are to be inclusive of all applicable costs to Canada, and must include mark-ups, fees, profit, etc. such that the entries reflect the actual hourly cost that are to be charged to Canada, but is not to include any costs associated with the purchase of materials. Applicable taxes are extra.

6.8.1.1 Basis of Payment: Fixed Time Rate – Ceiling Price – Category 1: Repair and Overhaul – Option to Extend

If an option period under Section 6.5.2 of the Contract is exercised by Canada, the Fixed Time Rates applicable to the latest Fiscal Year period will be used as interim Fixed Time Rates for billing purposes, subject to Economic Price Adjustment detailed at Section 6.8.1.2.

6.8.1.2 Economic Price Adjustment

The Fixed Time Rates for option year periods are subject to the upward or downward Economic Price Adjustment (EPA) based on an Economic Index (**index to be determined based on Contractor location at time of contract award**). The adjustment amount will be established based on the EPA formula below:

AR = FTR * Index (x) / Index (o), where

- AR = Adjusted Rate for the applicable Fiscal Year (FY) period
- FTR = The latest Fixed Time Rate as presented in [Table: 1](#)
- Index (x) = The average (mean) of the Economic Indicator for the most recent 12 months available (indices for each month summed together and divided by 12)
- Index(o) = The average (mean) of the Economic Indicator for the 12 months preceding the most recent 12 months (indices for each month summed together and divided by 12)

6.8.1.3 Economic Price Adjustments will take place within the first 60 calendar days of the requisite Fiscal Year (01 April 20xx to 31 March 20xx).

Any EPA requested by the Contractor must be approved or rejected in writing by the Contracting Authority. Canada may only reject an EPA requested by the Contractor if such price adjustment has not been accurately calculated in accordance with the above formula. If the price adjustment is rejected, the Contractor must submit a corrected EPA. Any approval will be evidenced through a contract amendment issued by the Contracting Authority. The Contractor must not invoice at prices/rates other than those specified in the Contract at Section 6.8.1.

6.8.1.4 If the Economic Index referred to in Section 6.8.1.2 is discontinued, or if the basis for reporting this Economic Index is changed from that in existence at contract award, the Contractor and Canada must immediately thereafter agree to and establish a replacement Economic Index, or formulate adjustments, consistent with the intent of those set forth in this Basis of Payment.

6.8.2 Basis of Payment: Cost reimbursable – Limitation of expenditure – Category 2: Material

For the Work described in the Statement of Work at Annex A: The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work, plus a Fixed Mark-up rate of __%, in accordance with the Basis of Payment, to a limitation of expenditure of \$_____ (**insert the amount at contract award**). Customs duties are excluded and Applicable Taxes are extra.

6.8.2.1 Limitation of expenditure

1. Canada's total liability to the Contractor under Category 2 of the Contract must not exceed \$_____ (**insert the amount at contract award**). Customs duties are excluded and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75% committed, or
 - b. four months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.8.3 Basis of Payment: Individual task authorizations

The Contractor will be paid for the Work specified in the authorized task authorization, in accordance with the Basis of Payment at Section 6.8. Canada's liability to the Contractor under the authorized task authorization must not exceed the ceiling price specified in the authorized task authorization. Custom duties are excluded and Applicable Taxes are extra.

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

6.8.4 Method of Payment

6.8.4.1 Milestone Payments - Not subject to holdback

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Task Authorization and the payment provisions of the Contract if:

- a. an accurate and complete claim for payment using [PWGSC-TPSGC 1111](#), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all the certificates appearing on form [PWGSC-TPSGC 1111](#) have been signed by the respective authorized representatives;
- c. all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

6.8.5 SACC Manual Clauses

SACC Manual clause [C1004C](#) (2022-12-01) Auditing
SACC Manual clause [C2000C](#) (2007-11-30) Taxes - Foreign-based Contractor
SACC Manual clause [C3015C](#) (2017-08-17) Exchange rate fluctuation adjustment
SACC Manual clause [C6000C](#) (2017-08-17) Limitation of price

6.8.6 Electronic Payment of Invoices – Contract

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

- a. Direct Deposit (Domestic and International);
- b. Electronic Data Interchange (EDI); and/or
- c. Wire Transfer (International Only).

6.9 Invoicing Instructions

1. The Contractor must submit a claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment.

Each claim must show:

- a. all information required on form [PWGSC-TPSGC 1111](#);
- b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- c. a list of all expenses;
- d. expenditures plus pro-rated profit, fee or Mark-up;
- e. a copy of the release document and any other documents as specified in the Contract; and
- f. the description and value of the milestone claimed as detailed in the Contract.

Each claim must be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the invoices and receipts; and

-
- c. a copy of the monthly progress report.
2. The Contractor must prepare and certify one original and two (2) copies of the claim on form [PWGSC-TPSGC 1111](#), and forward it to the Contracting Authority and Procurement Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place. The Procurement Authority will then forward the original and two (2) copies of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.
3. The Contractor must not submit claims until all work identified in the claim is completed.

6.10 Certifications and Additional Information

6.10.1 Compliance

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

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

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

6.11 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____ (***insert the name of the province or territory at contract award***).

6.12 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions [2010C](#) (2022-12-01), General Conditions - Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Logistics Statement of Work;
- (e) Annex C, Security Requirements Check List;
- (f) Annex D, Statement of Quality Requirements;
- (g) Annex E, DND 626 Task Authorization form; and
- (h) the Contractor's bid dated _____ (***insert date of bid***) (***If the bid was clarified or amended, insert at the time of contract award: " , as clarified on _____ " or " , as amended on _____ " (if applicable)***).

6.13 Defence Contract

SACC Manual clause [A9006C](#) (2012-07-16) Defence Contract

6.14 SACC Manual Clauses

SACC Manual clause [B7500C](#) (2006-06-16) Excess Goods
SACC Manual clause [A9131C](#) (2020-11-19) Controlled Goods Program - Contract
SACC Manual clause [B4060C](#) (2011-05-16) Controlled Goods
SACC Manual clause [D2025C](#) (2017-08-17) Wood packaging materials
SACC Manual clause [D6010C](#) (2007-11-30) Palletization

6.15 Quality Assurance

SACC Manual clause [A1009C](#) (2008-05-12) Work Site Access
SACC Manual clause [D5510C](#) (2023-06-08) Quality assurance authority (Department of National Defence): Canadian-based contractor **OR**
SACC Manual clause [D5515C](#) (2010-01-11) Quality Assurance Authority (Department of National Defence) - Foreign-based and United States Contractor
SACC Manual clause [D5540C](#) (2021-05-20) ISO 9001:2015 Quality Management Systems - Requirements (Quality Assurance Code Q)

6.15.1 Quality Assurance Requirements - Submarine Safety

The Work described in the Contract involves submarine systems or equipment classified as First Level or otherwise critical to submarine safety, as defined in *Canadian Forces Technical Order (CFTO) C-23-VIC-000/AM-001, Quality Assurance for Safety in Submarines VICTORIA Class*. Manufacture, repair, overhaul, installation, inspection and tests for each such item identified in the requirement must be documented in accordance with the requirements of the above mentioned CFTO.

For each such item, the Contractor must provide a Certificate of Conformity [*form DND 2513* or locally produced equivalent approved by the Quality Assurance Authority (QAA)] in accordance with this CFTO. For subcontracted work, the Contractor must obtain that Certificate of Conformity from the subcontractor. Obtaining the said certificate from a subcontractor does not relieve the Contractor from its obligation to ensure compliance with the technical requirements of the Contract, nor must it be construed as authorizing any liability on the part of Canada to the subcontractor.

For each such item, the Certificate of Conformity, along with certified true copies of any deviation, waiver and all required records identified in the Statement of Quality Requirements (*form DND 2328* or equivalent) attached to the Statement of Requirement, Statement of Work or Technical Specifications in Annex A to the Contract or otherwise attached to or forming part of the Contract, must be completed and made available for review by the designated QAA before release of such item and associated documents to the Department of National Defence. Unless otherwise directed by the QAA, those documents must be attached to, or enclosed with, the shipment they are associated to, in a waterproof envelope.

6.15.2 Shelf Life

The Contractor must ensure that all items will contain 75 percent of the authorized shelf life as listed in ISO 2230 at date of delivery to the Department of National Defence.

6.15.3 Condition of Material - Contract

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the bid closing date.

6.16 Release Documents

SACC Manual clause [D5604C](#) (2008-12-12) Release Documents (Department of National Defence) - Foreign-based Contractor

OR

SACC Manual clause [D5605C](#) (2021-05-20) Release Documents (Department of National Defence) - United States-based Contractor

OR

SACC Manual clause [D5606C](#) (2017-11-28) Release documents (Department of National Defence): Canadian-based contractor

6.16.1 Release Documents – Distribution

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

- a. One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- b. Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- c. One (1) copy to the Contracting Authority;
- d. One (1) copy to:
 - National Defence Headquarters
 - Mgen George R. Pearkes Building
 - 101 Colonel By Drive
 - Ottawa, ON K1A OK2
 - Attention: D Mar P 5-2-6
- e. One (1) copy to the Quality Assurance Representative;
- f. One (1) copy to the Contractor; and
- g. For all non-Canadian contractors, one (1) copy to:

- DQA/Contract Administration
 - National Defence Headquarters
 - Mgen George R. Pearkes Building
 - 101 Colonel By Drive
 - Ottawa, ON K1A OK2
 - E-mail: ContractAdmin.DQA@forces.gc.ca.

6.17 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.

Solicitation No. - N° de l'invitation
W8482-218163/A
Client Ref. No. - N° de réf. du client
W8482-218163

Amd. No. - N° de la modif.
File No. - N° du dossier
008vci.W8482-218163

Buyer ID - Id de l'acheteur
008vci
CCC No./N° CCC - FMS No./N° VME

-
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties may to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

6.18 Shipping Instructions - Free on Board Destination

FOB Destination Receiving Officer, Naval Station Newport, 47 Chandler Street, Newport, RI 02841-1716 including all delivery charges and customs duties and Applicable Taxes.

Solicitation No. - N° de l'invitation
W8482-218163/A
Client Ref. No. - N° de réf. du client
W8482-218163

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008vci.W8482-218163

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ANNEX "A"

STATEMENT OF WORK

Solicitation No. - N° de l'invitation
W8482-218163/A
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Buyer ID - Id de l'acheteur
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ANNEX "B"

LOGISTICS STATEMENT OF WORK

Solicitation No. - N° de l'invitation
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W8482-218163

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Buyer ID - Id de l'acheteur
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ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST

Solicitation No. - N° de l'invitation
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008vci.W8482-218163

Buyer ID - Id de l'acheteur
008vci
CCC No./N° CCC - FMS No./N° VME

ANNEX "D"

STATEMENT OF QUALITY REQUIREMENTS

Solicitation No. - N° de l'invitation
W8482-218163/A
Client Ref. No. - N° de réf. du client
W8482-218163

Amd. No. - N° de la modif.
File No. - N° du dossier
008vci.W8482-218163

Buyer ID - Id de l'acheteur
008vci
CCC No./N° CCC - FMS No./N° VME

ANNEX "E"

DND 626 TASK AUTHORIZATION FORM

Solicitation No. - N° de l'invitation
W8482-218163/A
Client Ref. No. - N° de réf. du client
W8482-218163

Amd. No. - N° de la modif.
File No. - N° du dossier
008vci.W8482-218163

Buyer ID - Id de l'acheteur
008vci
CCC No./N° CCC - FMS No./N° VME

ANNEX "F"

EVALUATION CRITERIA

Solicitation No. - N° de l'invitation
W8482-218163/A
Client Ref. No. - N° de réf. du client
W8482-218163

Amd. No. - N° de la modif.
File No. - N° du dossier
008vci.W8482-218163

Buyer ID - Id de l'acheteur
008vci
CCC No./N° CCC - FMS No./N° VME

ANNEX “G” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

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

ANNEX "H" to PART 5 OF THE BID SOLICITATION

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

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

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

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

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.
- A5. The Bidder has a combined workforce in Canada of 100 or more employees; and
 - A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

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

B. Check only one of the following:

- B1. The Bidder is not a Joint Venture.

OR

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

DEPARTMENT OF NATIONAL DEFENCE

STATEMENT OF WORK

AIR TURBINE PUMPS

REPAIR AND OVERHAUL

VICTORIA CLASS SUBMARINES

Prepared By:

**Salih Abouassali
DMEPM (SM) 3-3-5**

Reviewed By:

**LCdr Fady Elsabagh
DMEPM(SM) 3-3**

**National Defence Headquarters
MGen G. R. Pearkes Bldg.
101 Colonel By Dr.
Ottawa, Ontario. K1A 0K2**

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1 Introduction

- 1.1 The Department of National Defence (DND) has a requirement for a Repair and Overhaul (R&O) Services Contract for a period of 10 years. For quantity 3 Sets of Mark 17 Mod 0 Turbine Pump Ejection Systems (TPES), also referred to as MK 17 Mod 0 Air Turbine Pumps (ATPs), used onboard the *Victoria*-class submarines (VCS). The initial requirement is for 1 set of ATPs with options to Repair and Overhaul up to 2 additional sets of ATPs as per Section 6.5.2 of the Resulting Contract Clauses.
- 1.2 The Repair and Overhaul requirements outlined within this Statement of Work (SOW) are specific to the material and services required for the overhaul of a “Set” of equipment which includes the components in table 0:

ITEM	SUPPLIES AND SERVICES	Part Number	QUANTITY
0001	Refurbished TPES MK17 Mod 0, consisting of the Pump Assembly and Turbine Gear Train Assembly.	3181084 Rev U	1 EACH
0002	Refurbished TPES MK17 Mod 0, consisting of the Pump Assembly and Turbine Gear Train Assembly.	3181084 Rev U	1 EACH
0003	Refurbished Seal Assembly.	3181005 Rev H	1 EACH
0004	Refurbished Seal Assembly.	3181005 Rev H	1 EACH
0005	Replacement or Refurbished Input End Mount Assemblies.	3181110 Rev K	2 EACH
0006	Replacement or Refurbished Output End Mount Assemblies.	3181113 Rev L	2 EACH

Table 0: TPES MK17 Mod 0 Overhaul Set

2 Background

- 2.1 DND owns 5 Sets of ATPs, which are rotated between 4 *Victoria*-class submarines (VCS). Each VCS uses a Set of ATPs for launching weapons. One for the port and one for the starboard side.
- 2.2 The ATPs are listed under the Arms Export Control Act and are restricted by the United States Government (USG). The US Navy are the designers and developers of the equipment, as well as the owners of the Intellectual Property (IP). The USG owns the only testing facility for the ATPs. A separate contract for functionally testing and certifying the Overhauled ATPs has been sole sourced to the USG.
- 2.3 The VCS is expected to remain in service until 2040’s.

3 Acronyms and Abbreviations

ATP	Air Turbine Pump
CEPA	Canadian Environmental Protection Act

CFM	Contractor Furnished Material
DFARS	Defense Federal Acquisition Regulation Supplement
DMEPM(SM)	Director Maritime Equipment Program Management (submarines)
DND	Department of National Defence
DQA	Director of Quality Assurance
ECP	Engineering Change Proposal
FL	First Level
GFM	Government Furnished Material
GSI	Government Source Inspection
IP	Intellectual Property
MK	Mark
MRB	Material Review Board
MT	Magnetic Particle
NDT	Non-Destructive Testing
NSWCPD	Naval Surface Warfare Center Philadelphia Division
NUWC	Naval Undersea Warfare Center
OQE	Objective Quality Evidence
P/N	Part Number
PCB	Polychlorinated Biphenyls
PSPC	Public Services and Procurement Canada
PT	Liquid Penetrant
QAA	Quality Assurance Authority
QML	Qualified Manufactures List
R&O	Repair and Overhaul
RT	Radiography
SOQR	Statement of Quality Requirements
SOW	Statement of Work
SUBMEPP	Submarine Maintenance Engineering, Planning and Procurement
TA	Technical Authority
TPES	Turbine Pump Ejection System
USG	United States Government
USN	United States Navy
UT	Ultrasonic
VT	Visual Weld Inspection

Table 1: Acronyms and Abbreviations

4 Applicable Documents

4.1 The following specifications and publications must be followed in conducting all work specified in this SOW:

Specification Number	Revision/Date	Title
C-23-VIC-000/AM-001	2013	Quality Assurance for Safety in Submarines
A-LM-184-001/JS-001	August 2019	Special Instructions for Repair and Overhaul Contractors
ANSI/ISO/ASQ Q9001	2015	Quality Management Systems - Requirements
MIL-I-45208	A; Amendment 2	Inspection System Requirements
NCSL Z540.3	2013	Requirements For The Calibration Of Measuring And Test Equipment
ASQ-Z1.4	2018	Sampling Procedures And Tables For Inspection By Attributes
ASME B1.3	2007	Screw Thread Gaging Systems For Acceptability: Inch And Metric Screw Threads
ASME B18.3	2012	Socket Cap, Shoulder, And Set Screws, Hex And Spline Keys (Inch Series)
ASME B46.1	2019	Surface Texture (Surface Roughness, Waviness, And Lay)
ASTM B150/B150M	2019	Standard Specification For Aluminum Bronze Rod, Bar, And Shapes
ASTM B446	2019	Standard Specification For Nickel-Chromium-Molybdenum-Columbium Alloy (UNS N06625), Nickel-Chromium-Molybdenum-Silicon Alloy (UNS N06219), And Nickel-Chromium-Molybdenum-Tungsten Alloy (UNS N06650)* Rod And Bar
ASTM D1710	2021	Standard Specification For Extruded Polytetrafluoroethylene (PTFE) Rod, Heavy Walled Tubing And Basic Shapes
ASTM D 3951	2018	Standard Practice For Commercial Packaging
A-A-50433	1989.08.15	Grease, Sea Water Wash Resistant
MIL-DTL-18240	F; Amendment 1	Fastener Element, Self-Locking, Threaded Fastener, 250 Deg. F Maximum
MIL-HDBK-695	E	Rubber Products: Recommended Shelf Life
MIL-STD-792	F	Identification Marking Requirements For Special Purpose Components
MIL-STD-973	Interim Notice 5	Configuration Management
MIL-STD-1687	Chg. Notice 1	Thermal Spray Processes For Naval Ship Machinery Application
MIL-STD-2035	A	Non-destructive Testing Acceptance Criteria

NAVSEA S9074-AQ-GIB- 010/248	1995.08.01	Requirements For Welding And Brazing Procedure And Performance Qualification
NAVSEA T9074-AS-GIB- 010/271	Chg. Notice 1	Requirements For Non-destructive Testing Methods
NAVSEA S9074-AR-GIB- 010/278	1995.08.01	Requirements For Fabrication Welding And Inspection, And Casting Inspection And Repair For Machinery, Piping, And Pressure Vessels
NAVSEA T9074-BD-GIB- 010/0300	2002.08.09	Base Materials For Critical Applications: Requirements For Low Alloy Steel Plate, Forgings, Castings, Shapes, Bars, And Heads Of HY-80/100/130 And HSLA-80/100.
NAVSEA T9074-AD-GIB-010/1688	1997.05.01	Requirements For Fabrication, Welding, And Inspection Of Submarine
NAVSEA 0924-062-0010	CHG 5	Submarine Safety (SUBSAFE) Requirements Manual
NAVSEA 0948-LP-045-7010	3	Material Control Standard
NAVSEA S9505-AM-GYD-010	Revision 2	Submarine Fastening Criteria (Non-Nuclear)
NAVSEA S9505-AF-MMA-010	Revision 2, August 2010	Technical Manual, Submarine Non-Nuclear Piping Systems Test Manual
NAVSEAINTE 5400.95	D	Waterfront Engineering And Technical Authority Policy
NAVSEAINTE 5100.3	D	Mercury, Mercury Compounds, And Components Containing Mercury Or Mercury Compounds; Control Of
QQ-N-281	D; Amendment 2	Nickel-Copper Alloy Bar, Rod, Plate, Sheet, Strip, Wire, Forgings, And Structural And Special Shaped Sections
QQ-N-286	G	Nickel-Copper-Aluminum Alloy, Wrought (UNS N05500)
SAE AMS 7276	J	Rubber: Fluorocarbon (FKM) High-Temperature-Fluid Resistant Low Compression Set For Seals In Fuel Systems And Specific Engine Oil Systems
SW395-D8-MMD-010	Revision 2	Technical Manual Turbine Pump Ejection System (TPES) MK 17 MOD 0 Axial Flow Pump Overhaul and Repair
SW395-D8-MMD-020	Revision 1	Technical Manual Turbine Pump Ejection System (TPES) MK 17 MOD 0 Turbine Gear Train Assembly Overhaul and Repair

SW395-D8-MMD-030	Revision 1	Technical Manual Packaging, Handling, Storage and Transportation Turbine Pump Ejection System MK 17 MOD 0
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Table 2: Publications

4.1.2 Documentation Order of Precedence:

- In the event of a conflict between the text of this SOW and the references and/or drawings cited herein, the text of this SOW must take precedence. Nothing in this SOW supersedes applicable laws and regulations.
- In the event the specification is cancelled or the drawing revision level is not specified, the Contractor must provide supplies to the latest revision in effect at time of contract award.

5 General Requirements

5.1 Scope of Work

- 5.1.1 The Contractor must provide R&O Services for the MK 17 Mod 0 TPES. These systems must be repaired and restored to a serviceable operating condition to meet the standards of performance and reliability outlined in the most up-to-date item specifications and test sheets as applicable.
- 5.1.2 The Contractor must possess a valid Submarine Maintenance Engineering Planning and Procurement (SUBMEPP) interim certification prior to the bid submission for this requirement. The certification as a Designated Overhaul Point (DOP) for the Mk 17 TPES must be maintained for the duration of the Contract.
- 5.1.3 The Contractor must maintain a comprehensive repair facility having the necessary resources to repair the MK 17 Mod 0 Turbine Pump Ejection Systems (TPES) at the Contractor's facility. Which includes, but not limited to R&O of components, disposal, special processes, incorporation of configuration changes/retrofits, maintenance administration control and co-ordination of records and requirements in support of on-sight work and testing.
- 5.1.4 The Contractor must provide the following:
- a. Project Management support;
 - b. Repair, overhaul and disposal (if required) of items returned to the Contractor under this Contract;
 - c. Report failures and provide root cause and failure analysis of failed components;
 - d. Provide configuration management;
 - e. Provide obsolescence management; and
 - f. Field Service Representatives (FSRs).

5.2 Project Management Requirements

- 5.2.1 The Contractor must establish a single Program Manager, to carry out work in support of the Contract. The Program Manager must have sufficient authority to plan, direct, control and make decisions. The Program Manager must be the main point of contact with DND.
- 5.2.2 The Contractor must utilize sufficient personnel who are fully qualified, experienced, and familiar with the equipment, to carry out the requirements of the Contract. The Contractor must ensure that personnel are adequately trained on the equipment on which they are employed. Such training/certification is the Contractor's responsibility.
- 5.2.3 The Contractor must provide technical assistance on an as-required basis during their normal working hours of operation and respond to emergencies in off hours on direction from the equipment's Technical Authority (TA). The primary function of this technical assistance is as follows:
- a) To provide support via telephone, fax or e-mail to the shore-based DND or DND designated maintainer and to act as the single point of contact for the DND maintainers.
 - b) To start the process of returning the equipment to an operational state.
 - c) Field Service Representative on direction from the equipment's Technical Authority (TA).
- 5.2.4 The Contractor must deliver all services with associated property control:
- a) Establishing accountability for DND assets;
 - b) Maintaining records with an automated system;
 - c) Maintaining complete repair history to allow data to be captured in DRMIS; and
 - d) Conduct annual inventory as required in the LOG SOW.

5.3 Repair and Overhaul Requirements

- 5.3.1 The Contractor must follow the instructions for R&O Contractors as specified in: A-LM-184-001/JS-001, as well as the technical documents referenced in "Table 1: TPES MK17 Mod 0 Specifications and Publications".
- 5.3.2 Repair on every arising must include a thorough cleaning, inspection of mechanical and electrical components, and testing necessary to locate and identify defects and deficiencies to determine the extent of repairs and parts replacement required.
- 5.3.3 The depth of repair must be sufficient to include alignment, adjustment, and the repair of all faults, electrical and mechanical, necessary to render the equipment serviceable to the

standard in the Test Sheets. All arisings must be repaired to bring items back to system original operational state and configuration.

- 5.3.4 The Contractor must adhere to the requirements of NAVSEA Technical Manuals SW395-D8- MMD-010, and SW395-D8-MMD-020, and/or the documents referenced in Table 2.
- 5.3.5 When repair standards and/or requirements outlined in this SOW are considered by the Contractor to be inadequate, the Contractor must submit the standards of performance and reliability, in which the Contractor proposes to repair the equipment, through their Quality Assurance Representative (QAR), to the DND Technical Authority (TA) for review and if required approval. No work is to commence until standards are defined and agreed upon by the TA.
- 5.3.6 For items repaired or procured that have shelf life, the Contractor must advise the TA accordingly to adhere to C-02-005-013/AM-000 Maintenance Policy – Shelf Life and Storage of Material.
- 5.3.7 For First Level items returned to the Contractor’s facility, the Contractor must meet the requirements of C-23-VIC-000/AM-001 Quality Assurance for First Level Systems.
- 5.3.8 The Contractor must create a Statement of Quality Requirements (SOQRs) for any new procurement of First Level equipment, or for first level equipment that does not have a current SOQR.

6 Quality Assurance Requirements

6.1 Contractors Quality Inspection System

- 6.1.1 The Contractor must maintain and provide a written inspection system to the applicable DND's DQA IAW A-LM-184-001/JS-00 within ten business days prior to receipt inspection teardown. The applicable DQA in this instance is the Procurement Authority, PSPC Contracting Authority, and the Technical Authority.
- 6.1.2 The Contractor must perform the inspections and tests required to substantiate product conformance to drawings, specifications, and the SOW.
- 6.1.3 The Contractor's inspection system must be documented and available for review by DND via DND’s DQA fifteen business days after Contract award and throughout the life of the Contract.
- 6.1.4 The Contractor must immediately notify the DQA in writing by e- mail of any change to the inspection system. The inspection system may be subject to disapproval if changes would result in non-conformance.

- 6.1.5 The Contractor must have measuring and testing equipment tested/calibrated IAW requirements of ANSI/NCSL Z540.3.
- 6.1.6 The Contractor must ensure controls are in place to enforce requirements of this Contract/delivery order on Sub-Contractors.
- 6.1.7 Procedures:
- I. Procedures must be formally submitted to the TA and include the Contract/delivery order number, date, and procedure(s) for which the Contractor is requesting disposition.
 - II. The Contractor must furnish the following procedures to the TA for disposition prior to the start of the operation. When previously approved procedures are to be used, the Contractor must identify the list of the approved procedure(s) and reference it with their Naval Surface Warfare Center Philadelphia Division (NSWCPD) Approval Letter, if applicable.
- 6.1.7.1 Hydrostatic Pressure Test Procedure submission will include the following:
- a. Test Requirements;
 - b. Test Rig Configuration;
 - c. Rings Utilized;
 - d. Applied Loads;
 - e. Step-by-step Method;
 - f. Applied Cycle;
 - g. Recording of Test Results; and
 - h. Time Periods for Test.
- 6.1.7.2 Non-destructive Test Procedures IAW NAVSEAT9074-AS-GIB-010/271 submission will include the following:
- a. Liquid Penetrant (PT);
 - b. Radiography (RT);
 - c. Ultrasonic (UT);
 - d. Magnetic Particle (MT); and
 - e. Visual Weld Inspection (VT).
- 6.1.7.3 Visual Weld Inspection (VT) submission will include the following:
- a. Written welding procedures;
 - b. Welding procedure qualification test data;
 - c. Welder Qualification data IAW NAVSEA S9074-AQ-GIB-010/248; and NAVSEA S9074-AR-GIB-010/278.
- 6.1.7.4 Written Thermal Spraying procedures prepared and qualified to the requirements of MIL-STD-1687.

6.1.7.5 Repair Procedure: Repairs of out of tolerance conditions must be approved by the TA prior to performing any repairs on components/assemblies. The procedure must include:

- a. Repair Area;
- b. Repair Method;
- c. Step by Step Repair Process;
- d. Test Requirement;
- e. Acceptance Criteria; and
- f. Visual Inspection.

6.1.7.6 Additional Procedures: Electroplate procedure required in Contractor format.

6.2 First Level Requirements

6.2.1 First Level materials supplied by the Contractor or Sub-Contractor must be manufactured under strict quality control procedures C-23-VIC-000/AM-001.

FIRST LEVEL DEFINITIONS:

First Level systems affecting submarine safety include hull areas, systems and equipment where a single failure would, under particular accident conditions, prevent the submarine from surfacing due to the following hazards:

- a. uncontrollable flooding;
- b. loss of control; or
- c. loss of main propulsion.

6.2.2 DND is the designated First Level certifying authority for all First Level systems and associated components referenced within this SOW. All First Level material must be in compliance with the SOQR and must be included in the OQE Package.

6.2.3 First Level material is as identified below:

1	3180963	Torpedo Ejection Pump ASSY
2	3180964	Bearing ASSY
3	3180979-15	Bolt
4	3180967	Thrust Bearing Sleeve
5	3180979-9	Bolt
6	3180979-7	Bolt
7	3180974	Housing Bearing
8	3180975	Shaft (ATP Pump)
9	3180991	Main Seal Housing
10	3181004	Housing ASSY
11	3181005	Seal ASSY
12	3181005	Carrier
13	3181005	Seal (Graphite)

14	3181006	Ring ASSY
15	3181006	Ring
16	3181006	Ring Welded Overlay
17	3181016	Diffuser Hub
18	3181017	Diffuser Housing ASSY

Table 3: First Level Material

- 6.2.4 The Contractor must furnish quantitative certification data for each homogeneous lot of material supplied attesting to chemical composition and mechanical properties. Such data must be reported IAW Data Item Description DI-MISC-81020. The certification data report must be identified through a unique traceability number, heat-lot number, or heat-treat number as applicable. This traceability number marked on the material must provide direct traceability to the material.
- 6.2.5 Material certification data must be recorded on the company’s testing letterhead and must bear the name, title, and signature of the authorized company representative. The name and title must be clearly legible. Certification data supplied must be either the original mill material certification, the original copy from the testing facility, or exact photocopies of these documents. The data forwarded by the manufacturer must contain a signed certification that the reported results represent the actual attributes of the material furnished and indicate full compliance with all applicable specifications and SOW requirements. Statements on material certification documents must be positive and unqualified. Words such as “to the best of our knowledge” or “we believe the information contained herein is true” are not acceptable.
- 6.2.7 When the mechanical properties are altered, the original certification data report must be over-stamped and/or annotated to contain the following information:
- a. Traceability Number (marking on finished item);
 - b. Raw material the part was fabricated from;
 - c. Heat Number;
 - d. Heat Treatment Number (when applicable);
 - e. Name and signature of the Contractor; and
 - f. Date.

Note: When applying an over-stamp or annotation to the certification data report, no pertinent data must be obliterated or rendered illegible.

- 6.2.8 First Level Material supplied as GFM must be processed IAW the following provisions:
- a. Document all material used in such furnished assembly. For each piece, the list must include the drawing number, piece number, component serial number and Heat/Lot number.
 - b. Raw material will be permanently mini stress stamped with their serial number.
 - c. If material is subdivided, the serial number must accompany each segment.

d. Serial numbers will be permanently transferred to all surplus material.

6.3 Material Traceability Requirements

6.3.1 Due to the nature of the material, individual parts' traceability must be maintained at all times. The Contractor must document, record all traceability numbers, and control all First Level/SUBSAFE parts during restoration. All First Level/SUBSAFE items must be identified and segregated IAW DND's approved procedures meeting the requirements of C-23-VIC-000/AM-001, Quality Assurance for Safety in Submarines and NAVSEA 0948-LP-045-7010.

6.3.2 Statement of Quality Requirements (SOQR): The Contractor must provide a completed and signed SOQR, DND Form 2328E, for each Mk17 TPES as part of the OQE Package. A copy of each certification document supporting the SOQR must be provided. Each certification document must be positively identified by referencing the applicable SOQR Drawing No. / Part No. and test.

6.3.3 The SOQR's must always accompany each overhaul Set. The SOQR will be reviewed by the inspector upon receipt at DND. The Overhaul Set will not be accepted if any SOQR requirements are not satisfied.

6.4 Objective Quality Evidence and Records

6.4.1 Original OQE documentation will be provided by DND and included in the crate with the as-received TPES components. The Contractor must provide a new Set of OQE for the replacement parts as well as retain and provide OQE documentation for the parts that will be reused. All OQE documentation make up the OQE Package and must be included with the TPES shipment. A scanned copy of the OQE Package must be sent to Naval Undersea Warfare Center (NUWC) Division Newport, the Quality Assurance Authority (QAA) and the Technical Authority (TA) fifteen business days after the End Item Final Inspection. The OQE Package must be approved by the TA, prior to shipment for testing at NUWC.

6.4.2 All Inspections must be documented and provided as part of the OQE Package IAW Section 6, Quality Assurance Requirements.

6.4.3 The following information must be recorded for disassembled component providing traceability to the top-level assembly:

- a) Part nomenclature
- b) Drawing number
- c) Item number
- d) Serial numbers
- e) Heat numbers
- f) Any additional unique markings

Note: When markings do not exist, the Contractor must document the lack of markings and provide it to the TA fifteen business days after receipt and inspection teardown. The information mentioned above must be recorded for disassembled components and upon re-assembly of all components providing traceability to the top-level assembly.

- 6.4.4 Pump Assembly records SW395-D8-MMD-010 Appendix A and Turbine Gear Train Assembly records SW395-D8-MMD-020 Appendix A must be completed and provided in the Objective Quality Evidence (OQE) Package.
- 6.4.5 All records/documents supplied as part of the OQE Package must conform with C-23-VIC-000/AM-001.
- 6.4.6 Records must have complete traceability to all hardware, components, and assemblies for inspection purposes. Therefore, whenever applicable, records must show:
 - a. Contract number
 - b. Name of Contractor
 - c. Plan number
 - d. Revision letter
 - e. Piece/part number
 - f. Heat number
 - g. Serial number of finished pieces
 - h. Item nomenclature
 - i. Material degree of control.
- 6.4.7 Records for each assembly, component, and delivered item must identify:
 - a. The inspection date
 - b. Calibration dates and calibration due dates for inspection
 - c. Measuring and test equipment used during verifications
 - d. Inspections or tests which must include the inspector's printed name, signature, and date
- 6.4.7.1 Repair Objective Quality Evidence Records: Copies for repaired components/assemblies OQE must include:
 - a. Repair Procedure Used;
 - b. Description of Defect (depth, thickness, recorded dimensions, etc.);
 - c. Location;
 - d. Method of Repair; and
 - e. Inspection Results.
- 6.4.8 Records must be available for review by DND and remain legible, readily identifiable, and retrievable. Records must be sent by email upon request by DND.
- 6.4.9 Weld Records: Weld records including identification of weld procedure, joint, base material, filler material, heat treatments and welder qualifications as required under this SOW IAW NAVSEA S9074-AQ-GIB-010/248.

- 6.4.10 Thermal Spray Certifications: Certification/Test Reports must show objective evidence to compliance of MIL-STD-1687. Copies of operator performance qualifications IAW MIL-STD-1687 must be provided. Only Thermal Spray procedures previously approved by the USG are acceptable. The Contractor must submit evidence of previous approval by the USG.
- 6.4.11 Heat Treatment Certifications: Certifications are to include material/alloy specification, heat/lot number after heat treatment, mechanical properties per specification, specification that the material was heat treated, a description of the heat treatment process that includes time, condition, quantity, and a company representative's printed name and signature certifying to the process.
- 6.4.12 Inspection Records: All inspection records are to be maintained on OQE Data Sheets supplied by the Contractor. Every characteristic on the applicable drawing(s) must be inspected and recorded. Recording the results of dimensional inspections on a configuration facsimile of the component as shown on the applicable drawing is an acceptable OQE.
- 6.4.13 Thread Records: Class 2 Threads must be inspected IAW ASME B1.3, System 21 requirements and Class 3 threads or higher must be inspected IAW ASME B1.3, System 22 requirements. For all purchased items with Class 3 threads, a certificate of compliance from the original manufacturer stating that the threads were inspected to System 22 is required.
- 6.4.14 Non-Destructive Test Records: Test reports showing the results of non-destructive testing inspections must include identification of procedure used, joint inspected, plan number, piece number, equipment, and NDT Personnel Qualification compliance to NAVSEA T9074-AS-GIB-010/271 and show acceptance to:
- a. Visual Inspection of Welds - MIL-STD-2035
 - b. Liquid Penetrant Testing - MIL-STD-2035
 - c. Magnetic Particle Testing – MIL-STD-2035
 - d. Ultrasonic Testing – MIL-STD-2035
 - e. Eddy Current Testing – MIL-STD-2035
 - f. Radiographic Testing of Welds – MIL-STD-2035
 - g. Radiographic Testing of Castings – MIL-STD-2035

Note: Radiographic film must be marked in relation to Contract number, serial number, and location of the film on the part being tested. Film must be accompanied by a shooting sketch and an acceptance statement signed by a DQA qualified reader. Copies of current qualifications for personnel and evaluating the results of NDT must be IAW NAVSEA T9074-AS-GIB-010/271. Only NDT procedures previously approved by the USG are acceptable. The Contractor must submit evidence of previous approval by the USG.

- 6.4.15 Certification: The Contractor must submit the following certification data:

K-Monel Material Properties: Furnish a quantitative report of test results conforming to the applicable specification.

- 6.4.16 Nickel- Copper-Aluminum Alloy, K-500 material per FED SPEC QQ-N-286, Rev G and beyond, used in the fabrication of parts provided for First Level application, must be substantiated by material certification and must include results of a slow strain rate tensile test from an approved laboratory listed below. (Reference Document: NAVSEA letter 4400, Ser OSM2/007 of 16 February 2001).
- a. Huntington Alloys
 - b. Metallurgical Consultants, Inc.
 - c. Naval Surface Warfare Center, Philadelphia Division
 - d. Teledyne Allvac
 - e. Mannesmann Rohrenwerke
 - f. Westmoreland Mechanical research and Testing

- 6.4.17 Verification of the correctness of material fasteners must conform to the requirements of MS18116, MIL-DTL-1222 and ASME B1.3.

Note: Destructive mechanical verification testing is required on one fastener per heat lot and on approx. 18” of pipe and tubing per heat/lot. Plan accordingly to ensure remaining quantity is sufficient to complete the project.

- 6.4.18 Verification of Dimensions – The Contractor is required to certify via a certificate of compliance that all dimensions, threads, angles, and finishes comply with drawings or specification requirements. All approved deviation/waivers must be listed as part of the certificate of compliance.

Verification/Summary:

- a. OQE Identification: The following information must be applied to all OQE Reports for First Level material:
 - i. Contractor name
 - ii. Contract number
 - iii. Drawing number
 - iv. Nomenclature of component
 - v. Serial number(s)
 - vi. Heat number
- b. Material Verification: The Contractor must make available all First Level, finished parts for material verification including hardness testing, semi-quantitative analysis, and generic analysis.
- c. A summary sheet that will summarize and correlate all the OQE to support product must be supplied.

7 Acceptance and Inspection

- 7.1 All inspections must be conducted IAW NAVSEA Technical Manuals SW395-D8-MMD-010, and SW395-D8-MMD-020.
- 7.2 Initial acceptance must be performed by the QAR at Source.
- 7.3 The Contractor is responsible for all inspections and tests necessary to substantiate that the supplies or services furnished under this SOW conform to SOW requirements, including any applicable technical requirements for specified manufacturers' parts.
- 7.4 DND reserves the right to perform any of the inspections Set forth in the above requirements where such inspections are deemed necessary and in DND's best interest to ensure that supplies and services conform to requirements.
- 7.5 Due to the critical nature of this equipment, the Contractor must notify the TA when equipment is ready for inspection to allow DND the option to perform quality assurance surveillance. Advanced notification must be made minimum of thirty business days prior to the scheduled inspection date.
- 7.5 All Quality Assurance questions, inspection requests, surveillance requests and notifications must be made to the QAA:
- Director of Quality Assurance
National Defence Headquarters
Major-General George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
Email: ContractAdmin.DQA@forces.gc.ca
- 7.6 Representative of the QAA must perform Government Source Inspection (GSI) at the Contractor's facility. The Contractor must email the QAA upon receipt of each TPES to schedule the GSI. To allow for adequate planning, advanced notification for requested GSI must be made to the QAA a minimum of thirty business days prior to the scheduled inspection date.
- 7.7 All request/notifications must be submitted via email to SM 3-3-3. Email notification must include the Contract number/ delivery order, Contract line item, part number and surveillance activity for which is requested (e.g., Test Witness, Special Process Verification, In-Process, Final Inspection, Packaging Inspection, etc.). Each requested surveillance activity must be submitted in a separate email.
- 7.8 Prior to all equipment shipments, GSI is required to be completed by the QAR and all OQE associated with the delivered equipment as specified under this Contract. Delivery order must be inspected by the QAR and accepted by the QAA prior to shipment of equipment.

- 7.9 The TA must receive all OQE electronically ten business days prior to shipment of equipment from the Contractor's facility. The TA will provide the OQE disposition via e-mail within ten business days after receipt of the OQE.
- 7.10 Equipment must only be shipped after a SUBSAFE certification letter has been issued by NUWC. In the event of the equipment shipped without a SUBSAFE certification letter issued by the DQA and/or source inspection accomplished by the DQA, the equipment must be sent back to the Contractor's facility at the expense of the Contractor.

8 Packaging and Marking

- 8.1 Preservation and packaging of the overhauled units must be IAW Special Instructions for Repair and Overhaul Contractors A-LM-184-001/JS-00, C-23-VIC-000/AM-001, NAVSEA Technical Manual SW395-D8-MMD-030 and Standard Practice for Commercial Packaging ASTM D 3951.
- 8.2 Marking must be IAW Special Instructions for Repair and Overhaul Contractors A-LM-184-001/JS-00, C-23-VIC-000/AM-001 and MIL-STD-129.
- 8.3 Overhauled equipment must be packaged and shipped IAW Special Instructions for Repair and Overhaul Contractors A-LM-184-001/JS-001 and the requirements defined in SW395-D8-MMD-030.
- 8.4 Prior to shipment to NUWC the Contractor must crate the following in the same container as the TPES (3181084):
- Magnetic Sensor Assembly (6695-01-078-2699) (5205227)
 - Oil reservoir Assembly (5430-01-344-6914) (3181123)
 - Flexible Coupling (3010-01-347-4641) (3180945)
 - Socket Head Screw (5305-99-771-7187)
 - Hose Assembly (4720-99-722-1233) (100405-0114-ASY)

9 Operational Testing and Performance

- 9.1 Operational Testing and Performance is required and will determine DND's acceptance of the work completed. This testing will be conducted by NUWC.
- 9.2 Testing performed will be in accordance with:
Master Test Plan For Proof Testing Of Turbine Pump Ejection Systems (TPES) in the NUWC Division Newport Submarine Launcher System Test Facility (SLSTF), 412-TP-01777-U Rev A.
- 9.3 The Contractor must arrange for the shipment of completed overhauls to NUWC.

Receiving Officer
Naval Station Newport
47 Chandler Street, Bldg 47
Newport, RI 02841-1709
Attn: ATP/TPES System Manager Code 4523

- 9.3.1 Equipment must be delivered to Naval Station Newport 47 Chandler Street Building 47 Newport, RI 02841-1709 U.S.A for production testing.
- 9.3.2 Failures during performance or operational testing are the responsibility of the Contractor. The Contractor must rectify any failures discovered during testing.
- 9.3.3 If testing is successful and determined acceptable by NUWC and DND. The tested equipment will be considered completed and NUWC will arrange for shipment from their facilities to DND.
- 9.3.4 In the event of the Acceptance Test failing, NUWC will arrange for the shipment of the equipment back to the Contractor for re-work. Upon completion of the re-work, the Contractor will arrange for shipment back to NUWC for testing as per the previous directions.

10 Delivery Timeline

- 10.1 The first ATP Set will be delivered to the Contractor from DND 3 months after Contract award.
- 10.2 The delivery of future ATP Set's from DND to the Contractor will be IAW the Victoria Class Plan. Anticipated timeline is 48 months after Contract award 2028 and the 3rd ATP Set to be delivered 48 months after that in 2032. This is subject to change and will be communicated to the Contractor.
- 10.2 The Contractor must complete the R&O of each ATP Set (no later than 18 months) after the receipt from DND.
- 10.3 The Contractor must deliver each ATP Set post R&O to NUWC for testing no later than one month after completion. After successful performance test ATP Set, NUWC will deliver the ATP set to CANADA no later than two month after the receipt from the Contractor.
- 10.5 Each ATP Set table 0 must be available for DND to use no later than 24 months after Contract award.
- 10.6 Technical Data must be electronically submitted via e-mail to the TA, DMEPM(SM) 3-3. Further contact information will be provided upon contract award.

11 Government Furnished Material (GFM)

11.1 The items in Table 4 are currently being held by NUWC and will be shipped to the Contractors Facility after Contract award.

11.1.1 Once received the Contractor must do a full stocktaking and inspection of all materials delivered, IAW ALM-184-001-JS-001 and provide a report to the DND PA and TA for review.

11.1.1 Based the assessment of the report the Contractor will use these materials, as required, during the repair and overhaul of the first Set of ATP's.

Nomenclature	Part Number	Quantity
Turbine Gear Train & Pump ASSY	3181084	2
Seal Assembly	3181005	2
Coupling Assembly	3180945	4
Output End Mount Assy	3181110	2
Input End Mount Assy	3181113	2
Mating Ring	3181006	0
O-Ring, Pump	3180988-3	29
Pump Bolt	3180979-15	20
Bolt, Lock	3180995-3	8
Breather	3181000	5
O-Ring, Pump	3180988-19	11
Seal, Lip-Bearing Lube	3180998	9
O-Ring, Pump	3180988-5	113
O-Ring, Pump	3180988-9	8
O-Ring, Pump	3180988-15	4
Seal, Static Inflatable	3181018	2
Bolt, Lock	3180995-5	8
Plug, Protective	M5501/7-F6	98
Plug, Protective	5185782	10
Shim, Bearing	5758369	7
Pin, Cotter	MS24665-1013	281
Washer	MS19070-063	4
Bearing, Ball	3237545	16
Bearing, Ball	3237546	22
Shim	3237577	6
O-Ring	MS29561-235	10
Screw, SHC High-Strength	MS21295-29	208

Seal, Felt	3237585	114
Nut, Hex, Self-Locking	3237559	57
Seal	3237583	18
Roller Bearing	3237594	7
Ring, Internal Retaining	MS16625-4281	168
Nut, Self-Locking	MS51922-22	24
Roller Bearing	3237593	48
Grease Retainer	3237589	8
Grease Retainer	3237607-1	47
Grease Retainer	3237607-2	48
Screw, LH Thread	3237591	14
Ring, Internal Retaining	MS16625-4225	8
COUPLING,SHAFT,FLEXIBLE	3180943	1 spare
COUPLING,SHAFT,FLEXIBLE	3180943	1
TURBINE WHEEL	5758361	2
INDUCER NUT	3180983	1
SHIM	3180985	4
PACKING,PREFORMED	3181001	1
COUPLING HALF,SHAFT	3181080	1
SPACER,RING	3180986-13	9
O-RING	3180988-25	6
BOLT,MACHINE	MS21095-8012	75
O-RING	MS29513-279	5
SCREW,CAP,SOCKET HEAD	MS24674-10	8
RING, RETAINING	3181009	10
PLUG,PROTECTIVE,DUST	PD65	4
CONTAINER ASSY	RK393-10017	3
CONTAINER ASSY	RK393-10018	3

Table 4: Government Furnished Material

12 Contractor Furnished Materials

12.1 The Contractor must provide all other materials required in the performance of this SOW with the exception of the Coupling Assembly, P/N 3180945. Additional required material must be found in SW395-D8-MMD-020 and SW395-D8-MMD-030.

12.2 In the event the Contractor requires materials to be purchased throughout the duration of this Contract. The Contractor will submit a proposal to DND which will include a list of required materials, with the following information:

- a. Part Number
- b. Quantity
- c. Cost per unit
- d. Extended price
- e. Mark-up percentage

DND will review this proposal and if accepted, will task the Contractor through a DND 626 Task Authorization to purchase the materials.

13 Required Tooling

13.1 The Contractor must use the dedicated fixtures and tooling listed in Table 5 to overhaul all Condition F items listed in Table 4. The required tooling found in Table 5 is not GFM and the Contractor will require these Table 5 items prior to receiving the first Overhaul Set.

Nomenclature	Part Number
Shop Aid – Bearing Simulator	
Pressure Test Fixture	T-5048337
Spin Arbor, Inducer	T-5048338
Wrench, Spanner	T-5048342
Wrench, Spanner	T-5048343
Wrench, Spline	T-5048344
Spin Arbor, Inducer	T-5048345
Assembly Dolly, Pump Assembly	T-5048404
Alignment Tool, Indicator	T-5048426
Handling Dolly, Diffuser Housing	T-5048447
Lifting Adapter, Shaft	T-8200818
Lifting Sling, Diffuser Housing	T-8200843
Rotating Sling, Diffuser Housing	T-8200847
Shop Aid, Spring Ring	3180964
Bearing Assembly Tool	T-5048907
Spline Gage Set	5206021 T-5048199
Spline Gage Set	5206020 T-5048190
Special Socket, Turbine Assembly	EWR371599
Pressure Test Fixture, Nozzle Manifold	T-5048335
Bearing Simulator Rings	T-5047346
Pressure Test Fixture, Turbine Exhaust Duct	T-5048336

Balance Tool, Turbine Wheel Spindle Assembly	T-5048340
Stack-up Tool, Turbine Preload Spring	T-5049134
Special Assembly Sleeve	TBD
Spanner Wrench, Turbine Gear Train Assembly	T-5048341
Wrench, Spline	T-5049125
Assembly Fixture, Turbine	T-5048438
Holding Fixture	RK398-10223
Gage, Spline	Navy T-5048194-2
Handle	Navy T-J385423
Fixture, Eyebolt	CGCo 82-1200-01002
Shaft, Spline	CGCo 83-6500-01024
Gage, Plug	CGCo 82-4000-01005
Handle, T	CGCo 82-4200-01097
Gage, Indicator	CGCo 82-4200-01003
Shaft, Threaded	CGCo 82-7000-01004
Fixture, Assembly	CGCo 85-3250-01001
Fixture, Holding	CGCo 83-3250-01095
Bushing	3237527
Eyebolt, Long Shaft	CGCo 82-1200-01001
Housing Preload Fixture	Navy T-5411220
Wrench, Spline	5003-T5
Installation Tool	T-5048442
Assembly Jig	T-5048972
Alignment Tool (Stand)	T-5048425
Alignment Tool, Indicator	T-5048426
Assembly Dolly, Pump Assembly	T-5048404
Wrench, Spline	T-5048344
Mercury Vapor Detector	
Fixture, Eyebolt	CGC 82-1200-01002

Table 5: Required Tooling

14 Field Service Representative

- 14.1 The Contractor, including sub-Contractors, must provide suitably qualified personnel that can be deployed in and outside of Canada for the repair and support of the equipment listed in this SOW.
- 14.2 The Contractor including sub-Contractors must submit an annual visit clearance request for individuals who may be deployed to the Canadian Naval Dockyards (east/west) and submarines.

- 14.3 When tasked via a DND 626 (Task Authorization), the Contractor must provide fully qualified personnel to travel to the DND location specified. DND will arrange for proper visit clearances and escort of Contractor personnel so that Contractor personnel can perform the services.
- 14.4 The Contractor must ensure that the personnel have any additional documentation, spare parts, tools, and test equipment.
- 14.5 The Contractor must perform on-site corrective maintenance required to return malfunctioning or non-functioning equipment to function in compliance to the latest approved specification.
- 14.6 The Contractor must provide on-site corrective maintenance within the time frame specified in the task. The time frame for hardware related problems will depend on the nature and severity of the problem, but will generally be no less than forty-eight hours and no greater than ninety-six hours. Where on-site inspection reveals a requirement for additional material, the Contractor must expedite shipment of the same to the FSR visit in situ. Software problems could take longer to remedy and time frames must be mutually agreed upon on a case by case basis. On-site corrective maintenance actions must include all actions required to return defective items to serviceable condition in the shortest time possible.
- 14.7 For each FSR visit, on-site corrective or preventive maintenance visit, or emergency service carried out the Contractor must deliver a report. The report must include all details of actions taken, timings, hours worked, repairs made, and materiel consumed. The Contractor may request DND assistance in providing available onsite spare parts and test equipment.

Appendix 1 – CATEGORIES OF WORK

The requirement for repair, overhaul of the Air Turbine Pumps associated with the Victoria Class Submarines in accordance with the Annex A – Technical Statement of Work to contract W8482-218163, is broken down into two (2) ‘Categories of Work’. These categories describe the process under which the work is to be performed. All work under this requirement will be done on a task by task basis, utilising a DND 626 Task Authorization form.

1. Category 1

Category 1 will consist of Overhauls (complete restoration of an item entailing replacement of both worn and damaged parts or parts whose service life has expired).

All work associated with Category 1 shall be initiated by the Contracting Authority and authorised by the Procurement Officer who is the authorized Requisitioning Authority.

2. Category 2

Category 2 (if, or when required) will consist of Material being bought by the Contractor on behalf of DND. This includes but is not limited to material being held in Bonded Stores and one time life time buy of spare parts due to obsolescence, (AAS) required as support stock for maintenance until end of the life of the equipment.

MATERIAL: This activity covers the procurement of material which DND specifically requests and approves prior to the procurement of material.

LOGISTICS STATEMENT OF WORK

For

Repair and Overhaul Contracts

Including

In and Out of Country Repair

Major Equipment

Accountable Advance Spares

Issued on authority of the Assistant Deputy Minister (Material) (ADM (Mat))

OPI: DMPP 9-6 17/01/2019

Version: 02

RECORD OF CHANGES

DATE OF CHANGE	CHAPTER
17 Jan 19	Entire document updated

FOREWORD

The purpose of this Statement of Work (SOW) is to provide special instructions and procedures required for all in and out of country Contractors engaged in the Repair and Overhaul (including refit) on behalf of the Department of National Defence (DND).

This LOG SOW is to be read in conjunction with the A-LM-184-001/JS-001 for detailed information. There is mandatory information in this LOG SOW and must not be removed. The information is important to assist the contractor when managing government owned materiel.

This LOG SOW is to be used primarily as a guide for R&O contracts. It is important that this LOG SOW be utilised with minimal changes for reasons of procurement standardization and departmental accountability. Changes are permissible where there is a need to clarify specific requirements that would apply to equipment/weapon systems undergoing procurement and contract action.

This Logistic Statement of Work (LOG SOW) is distributed on the authority of the Assistant Deputy Minister (Material) (ADM (Mat)). It will be distributed, as required, internally to ADM (Mat) staff engaged in creating Repair and Overhaul (R&O) Contracts and Procurement Instruments (PI) and those who manage Repair and Overhaul Contracts.

This is a common LOG SOW which will entail contract conditions for Repair and Overhaul contracts for:

- In and out of country: For step by step instruction on in and out of country repair process refer to Annex B in the A-LM-184-001/JS-001. This model will describe the roles and responsibilities in the end to end repair process.
- Major Equipment: For complete instructions on receipt of Major Equipment, refer to Chapter 2 in the A-LM-184-001/JS-001.
- Accountable Advance Spares For complete instruction on AAS, refer to Chapter 8.2.7 in the A-LM-184-001/JS-001.

It is important to understand the system of record (DRMIS) being used in DND and the various account structures in place. All of this information is located in Chapter 1.1 of the A-LM-184-001/JS-001.

The following Chapters will be identified as mandatory or as applicable.

List of Acronyms and Abbreviations

Abbreviation	Description
CA	Contracting Authority
CAF	Canadian Armed Forces
CFB	Canadian Forces Base
DND	Department of National Defence
NDQAR	National Defence Quality Assurance Representative
GOCC	Government Owned Materiel in Contractor Custody
GOM	Government Owned Materiel
OCRS	Out of Country Repair Section
PA	Procurement Authority
R&O	Repair & Overhaul
SOW	Statement of Work
TA	Technical Authority

Figure A-1 List of Acronyms and Abbreviations

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1.0 OVERVIEW OF PUBLICATION

1.1 SYSTEM OF RECORD (Mandatory)

DRMIS: [Defence Resource Management Information System \(DRMIS\)](#) provides total asset visibility of all Canadian Forces (CF) materiel, whether it is in use, in stock, or on a repair line. The contractors' responsibilities related to management of the accounts in DRMIS are explained and outlined below. Contractors having access to DRMIS must process required transactions as instructed in this publication.

Contractors requiring access to DRMIS must obtain a PKI (Public Key Infrastructure) card in accordance with the recently implemented Two-Factor Authentication.

Refer to Chapter 1.1 of A-LM-184-001/JS-001 for further information on the System of Record.

1.2 SUPPLY ACCOUNTS (Mandatory)

RMA (Repairable Material Account): is an account that must be allocated to the contractor to hold the authorized material for repair that is approved on the contract.

CRPA (Contractor Repair Parts Account): [DRMIS](#) provisioning account (_P) with a Serviceable and an Unserviceable storage location.

SLOC (Storage Locations): are used to manage and warehouse National Spares.

Refer to Chapter 1.2 of A-LM-184-001/JS-001 for further information on Supply Accounts.

1.3 SPARES (Mandatory)

CIS (Contract Issue Spares): CIS are government owned materiel issued to R&O contractor facilities for incorporation into DND equipment undergoing repair, overhaul and modification.

GFOS (Government Furnished Overhaul Spares): GFOS are non-catalogued spare parts that are salvaged by the Contractor, on PA/NDQAR authority, from DND materiel undergoing repair, overhaul, re-life or modification

AAS (Accountable Advance Spares): are purchased by the contractor using DND funds, in order to support DND equipment on the repair line.

GFE/GFI:

- **Government Furnished Equipment (GFE)** is government owned equipment provided by DND to a contractor, on a loan agreement, to be used during the contract period and returned in essentially the same condition (subject to fair wear & tear) at the end of the contract.

- **Government Furnished Information (GFI)** is any information that DND will provide, on a loan agreement, to the contractor to enable contract fulfillment. Refer to Chapter 1.3 of A-LM-184-001/JS-001 for further information on Spares.

1.4 EXTENT OF WORK/TYPES OF EQUIPMENT (Mandatory)

The Contractor must repair or overhaul only those items for which they have received authorization. This authority is in accordance with the Selection Notice and Priority Summary (SNAPS). Stores Removal Request (SRR), an approved Repairable Materiel Request (RMR) for a Repairable Materiel Account or Task Authorization/DND 626.

Different types of DND equipment to be repaired are categorized as either :

- a) Selected Equipment
- b) Non Selected Equipment
- c) Major Equipment
- d) Repair of sub-components and accessories

Refer to Chapter 1.4 of A-LM-184-001/JS-001 for further information on the different types of DND Equipment that are authorized for repair and the category types.

1.5 REPAIR & OVERHAUL (IN AND OUT OF COUNTRY) PROCESS (Mandatory)

Refer to Chapter 1.5 of A-LM-184-001/JS-001 for the process flowchart.

2.0 RECEIPTS (Mandatory)

The Contractor is responsible for the receipt, identification, inspection and distribution of all incoming materiel, as well as the processing of receipt documentation.

Refer to Ch. 2.0 of A-LM 184 for complete instruction on how to process receipts.

2.1 SELECTION NOTICE OBSERVATION MESSAGE (SNOM) (Mandatory)

Contractors must use a SNOM to report any or all observations to the Supply Manager or the DND Contract Manager for in and out of country contracts.

Refer to Chapter 2.1 of A-LM-184-001/JS-001 for further information on SNOMs.

2.2 DISCREPANCIES IN SHIPMENTS (Mandatory)

The Contractor must contact their supporting NDQAR/OCRS to report and action discrepancies in shipments.

The Contractor must act in accordance with Chapter 2.1 of A-LM-184-001/JS-001.

2.3 INITIAL INSPECTION OF REPAIRABLE MATERIAL (Mandatory)

The Contractor may be granted authority to strip the equipment to assess its repair or overhaul potential and to estimate costs.

Refer to Chapter 2.3 of A-LM-184-001/JS-001 for further instruction on inspection of repairable material.

2.4 HAZARDOUS MATERIEL AND CONTROLLED GOODS (Mandatory)

Due diligence must be exercised when carrying out duties and responsibilities associated with hazardous materiel and controlled goods.

Refer to Chapter 2.4 of A-LM-184-001/JS-001 for further information on HAZMAT and controlled goods.

3.0 WORK CONTROL (Mandatory)

The Contractor must ensure that the repair of all DND equipment is controlled by an internal serial numbered work order in accordance with Chapter 3.0 of A-LM-184-001/JS-001.

3.1 COMPLETION OF WORK (Mandatory)

On completion of Repair or Overhaul, the Contractor must transfer the material from unserviceable Storage Location or Work Order to the serviceable Storage Location.

Refer to Chapter 3.1 of A-LM-184-001/JS-001 for further information on completion of work.

3.2 STOP REPAIR ACTION (Mandatory)

Upon receipt of an updated SNAPS indicating Stop Repair Action, the Contractor must action the Repairable as per the Instructions supplied.

The Contractor must comply immediately with all stop repair instructions.

Refer to Chapter 3.2 of A-LM-184-001/JS-001 for detailed procedures.

4.0 SELECTION NOTICE AND PRIORITY SUMMARY (SNAPS) (As applicable on an exceptional basis)

The SNAPS is a report found in the DRMIS BI Portal application and is designed to show all MMRs which are selected for repair to that RMA/SLOC, the Maximum Repair Cost (MRC) and the 24-month forecast. The information on the SNAPS plus the R&O contract provides the Contractor with the authority to repair.

Refer to Chapter 4 of A-LM-184-001/JS-001 for further information on Annual Repair Forecasts.

5.0 COST CONTROL (Mandatory)

The Contractor must monitor the cost of each repair to ensure that total repair costs remain within approved limits. While undergoing repair, total cost must be monitored to determine whether or not to continue the repair.

Refer to Chapter 5.0 of A-LM-184-001/JS-001 for more information on cost control.

5.1 DEFINITIONS (As Applicable)

Refer to Chapter 5.1 of A-LM-184-001/JS-001 for definitions pertaining to cost control.

6.0 COSTING RECORDS (Mandatory)

The Contractor must prepare forms and maintain records in accordance with Chapter 6.0 of A-LM-184-001/JS-001.

6.1 INVOICE/CLAIMS FOR PAYMENT (ACCOUNTABLE ADVANCE SPARES) (As applicable)

The Contractor must submit monthly invoices for AAS, but only after receipt and acceptance of the materiel and inspection in accordance with the CGCS quality assurance code (QAC) in the event that a certificate of conformance or test data is required.

Refer to Chapter 6.1 of A-LM-184-001/JS-001 for further information on invoices for AAS

7.0 ENGINEERING & MAINTENANCE SERVICES (Mandatory)

Refer to Chapter 7.0 of A-LM-184-001/JS-001 for more information on engineering and maintenance services.

7.1 DND 626 TASK AUTHORIZATION (Mandatory)

Refer to Chapter 7.1 of A-LM-184-001/JS-001 for further information on DND 626 Task Authorizations.

7.2 MOBILE REPAIR PARTY (MRP) (As Applicable)

A Mobile Repair Party is an individual or group of individuals who perform repair work away from a Contractor's plant and regional area.

Refer to Chapter 7.2 of A-LM-184-001/JS-001 for more information on MRP.

7.3 EQUIPMENT TURN AROUND TIME (TAT) (Mandatory)

Unless specifically identified within the contract, equipment turn-around-time (TAT) to a serviceable state must be achieved in 90 calendar days.

Refer to Chapter 7.3 of A-LM-184-001/JS-001 for more information on TAT.

7.4 PRIORITY REPAIR REQUEST (PRR) (Mandatory)

On receipt of a PRR, the contractor is to determine whether DND's required delivery date (RDD) can be met. If not, the contractor is required to provide to the appropriate Supply Manager and the consignee designated on the PRR format with a realistic estimated delivery date (EDD).

Refer to Chapter 7.4 of A-LM-184-001/JS-001 for more information on PRR.

7.5 SPECIAL INVESTIGATIONS & TECHNICAL STUDIES (SITs) (As Applicable)

When authorized by the Procurement Authority via a Task Authorization/DND 626, the Contractor must open a work order to undertake special investigation and technical studies and must provide relevant data to these investigations as and when required.

Refer to Chapter 7.5 of A-LM-184-001/JS-001 for more information.

7.6 TECHNICAL INVESTIGATIONS & ENGINEERING STUDIES (TIES) (As Applicable)

When authorized by the PA, via a Task Authorization/DND 626, the Contractor must undertake technical investigations and engineering studies.

Refer to Chapter 7.6 of A-LM-184-001/JS-001 for more information.

7.7 TERMINATION OF CONTRACT (Mandatory)

When an R&O contract is not extended, or cancelled by mutual consent or terminated for convenience or by default, the Procurement Authority must form a Contract close-out planning team to provide the contractor with instruction for the completion of the work already on the repair line and to provide instruction and to coordinate the transfer of DND-owned equipment.

Refer to Chapter 7.7 of A-LM-184-001/JS-001.

8.0 SUPPLY SUPPORT/SUSTAINMENT SUPPORT (Mandatory)

8.1 TRANSACTION DOCUMENTATION (Mandatory)

The DND 2227 is the supply document used by all contractors when performing supply related transactions. Contractors can use their own templates, provided all of the same information appears on their templates.

Refer to Chapter 8.1 of A-LM-184-001/JS-001 for more information.

8.2 CONTRACTOR SUPPLY ACCOUNTING (Mandatory)

Prime Contractors will be provided an RMA and CRPA for holding spare parts for repair and overhaul of DND materiel. Total National holdings of government owned materiel are not to be held on an RMA or CRPA.

Refer to Ch. 8.2 of A-LM-184-001/JS-001 for more information.

8.3 MANAGEMENT OF GOVERNMENT OWNED SPARES (As Applicable)

All government owned materiel (CIS, AAS, GFOS) must be brought on charge to ensure total asset visibility.

Refer to Chapter 8.3 of A-LM-184-001/JS-001 for more information.

8.4 SPARES REVIEW (As Applicable)

In conjunction with the two year stocktaking schedule, the Contractor must carry out a review of CIS, AAS (must be done on a yearly basis), and GFOS. This will ensure all of the material is brought on charge on completion of the stocktaking.

Refer to Chapter 8.4 of A-LM-184-001/JS-001 for more information.

8.5 STOCKTAKING (Mandatory)

The PA, working with the supporting NDQAR must initiate and have the contractor carry out a one hundred per cent (100%) manual stocktaking of in country RMAs, and CRPAs, as well as, CIS, GFOS, AAS and Loan Accounts must be counted at a minimum of once every two years or as indicated by Cycle Count Indicator.

Refer to Chapter 8.5 of the A-LM-184-001/JS-001 for more information and the processes for Stocktaking.

8.6 EMBODIMENT FEES (As Applicable)

Embodiment fees must be negotiated by PSPC and must be charged against the specific R&O work.

Refer to Chapter 8.6 of A-LM-184-001/JS-001 for further explanation and detail.

8.7 WAREHOUSING (Mandatory)

The Contractor must be responsible for the appropriate warehousing and storage of government owned materiel

Refer to Chapter 8.7 of A-LM-184-001/JS-001 for further information on Warehousing.

8.8 LOSS OR DAMAGE TO DND MATERIEL (Mandatory)

The Contractor must report to the supporting NDQAR/OCRS all instances of loss or damage to government owned materiel in his custody within two (2) working days of confirmation of its discovery.

Refer to Chapter 8.8 of A-LM-184-001/JS-001 for further explanation and detail.

8.9 SCRAP - CUSTODY & DISPOSAL (Mandatory)

The Contractor must safeguard, control and dispose of scrap material.

Refer to Chapter 8.9 of A-LM-184-001/JS-001 for further explanation and detail on scrap materiel.

8.10 PACKAGING (Mandatory)

Specific packaging instructions must be adhered to by the Contractor in order to assure maximum life, utility and performance of materiel.

Refer to Chapter 8.10 of A-LM-184-001/JS-001 for further explanation and detail on packaging.

8.11 REUSABLE CONTAINERS (As Applicable)

Individual reusable containers must be used and provided as directed in the contract.

Refer to Chapter 8.11 of the A-LM-184-001/JS-001 for more information on reusable containers.

8.12 TRANSPORTATION (Mandatory)

If Contractors are required to return equipment back to DND, they must follow the terms and conditions of the contract in place.

Refer to Chapter 8.12 of the A-LM-184-001/JS-001 for more information pertaining to transportation.

9.0 WARRANTY CONSIDERATION (Mandatory)

Upon receipt of equipment or materiel returned by DND for warranty consideration, the Contractor must follow the procedures as outlined in Chapter 9.0 of A-LM-184-001/JS-001.

9.1 WARRANTY REVIEW BOARD (As Applicable)

Each time an item is received by the Contractor for warranty consideration and there is a dispute as to responsibility, a WRB must be established.

Refer to Chapter 9.1 of A-LM-184-001/JS-001 for more detail on the Warranty Review Board.

10.0 CONTRACTOR USE OF DND EQUIPMENT AND PUBLICATIONS (As Applicable)

Written consent must be provided by DND for contractor use of DND publications, tools, test-equipment or jigs and fixtures for commercial work.

Refer to Chapter 10.0 of A-LM-184-001/JS-001 for more information.

11.0 PUBLICATIONS (As Applicable)

The Contractor must document requirements for publications and submit to the PA. The Contractor must develop procedures to control all DND publications in their possession and be responsible for amending all DND publications in his custody. The record of amendments must be maintained as indicated in the applicable area of each publication.

Refer to Chapter 11.0 of A-LM-184-001/JS-001 for more information.

11.1 AVAILABILITY OF PUBLICATIONS (As Applicable)

The Contractor must provide the PA with a list of all DND publications obtained from the Contract Authority prior to signing the contract.

Refer to Chapter 11.1 of A-LM-184-001/JS-001 for more information.

11.2 DISPOSAL OF PUBLICATIONS (As Applicable)

When a publication is no longer needed, the Contractor must request disposal instructions and take action as directed.

Refer to Chapter 11.2 of A-LM-184-001/JS-001 for more information.

12.0 OFFICE SERVICES (As Applicable)

The Contractor must perform the secretarial and clerical work necessary to carry out the terms of this contract with respect to the preparation, filing and transmission of all forms, reports and correspondence, relating to the movement, accounting, storage, repair, overhaul, quality control and investigation of materiel covered by this contract.

Refer to Chapter 12.0 of A-LM-184-001/JS-001 for further explanation.

13.0 MINUTES OF MEETINGS (Mandatory)

When meeting minutes are required, the Contractor is responsible for taking them and preparing them in the approved format.

Refer to Chapter 13.0 of A-LM-184-001/JS-001 for further explanation.

14.0 PLANT SHUTDOWN/VACATION PERIOD **(Mandatory)**

During plant shutdown and/or vacation periods, the Contractor must ensure that adequate facilities/personnel are available to ensure the satisfaction of High Priority Requirements (HPRs).

Refer to Chapter 14.0 of A-LM-184-001/JS-001 for further explanation.

15.0 REPORTS (Mandatory)

15.1 MATERIEL MANAGEMENT REPORTS (Mandatory)

Reports are available to the Contractor in DRMIS or from their supporting NDQAR.

Refer to Chapter 15.1 of A-LM-184-001/JS-001 for a complete list of reports available to contractors.

15.2 MRP PROGRESS REPORTS (Mandatory)

This report must be submitted on a monthly basis, as per Chapter 15.2 of A-LM-184-001/JS-001.

15.3 TECHNICAL INVESTIGATION AND ENGINEERING STUDIES (TIES) REPORTS (Mandatory)

TIES may only be authorized by the Procurement Authority. The Contractor must complete the report as stipulated under a DND 626.

Refer to Chapter 15.3 of A-LM-184-001/JS-001 for more information.

15.4 ANNUAL GOVERNMENT OWNED INVENTORY REPORT **(Mandatory)**

The Contractor must submit a report annually to the PA on the value of all government owned materiel.

Refer to Chapter 15.4 of A-LM-184-001/JS-001 for further information.



**SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		Department of National Defence		2. Branch or Directorate / Direction générale ou Direction		DMEPM(SM)	
3. a) Subcontract Number / Numéro du contrat de sous-traitance				3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant			
4. Brief Description of Work / Brève description du travail DND requires the refurbishment of three sets of Mark 17 Air Turbine Pumps (ATPs), over a period of 12 years. The work required to fully refurbish each set of ATPs will consist of material and services required to receive, inventory, disassemble, repair, overhaul, test, preserve, package and ship the set of ATPs. The refurbishment will take place at a Commercial Contractor facility and the performance and operational testing will be completed by the United States Government at the Naval Undersea Warfare Center (NUWC).							
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?						<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?						<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis							
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) / (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)						<input type="checkbox"/> No / Non	<input checked="" type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.						<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?						<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès							
Canada <input type="checkbox"/>		NATO / OTAN <input type="checkbox"/>		Foreign / Étranger <input checked="" type="checkbox"/>			
7. b) Release restrictions / Restrictions relatives à la diffusion							
No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>		All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>		No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>			
Not releasable / À ne pas diffuser <input type="checkbox"/>							
Restricted to: / Limité à : <input type="checkbox"/>		Restricted to: / Limité à : <input type="checkbox"/>		Restricted to: / Limité à : <input checked="" type="checkbox"/>			
Specify country(ies): / Préciser le(s) pays :		Specify country(ies): / Préciser le(s) pays :		Specify country(ies): / Préciser le(s) pays : United States CANADA			
7. c) Level of information / Niveau d'information							
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>		NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>		PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>			
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>		NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>		PROTECTED B / PROTÉGÉ B <input type="checkbox"/>			
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>		PROTECTED C / PROTÉGÉ C <input type="checkbox"/>			
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>		NATO SECRET / NATO SECRET <input type="checkbox"/>		CONFIDENTIAL / CONFIDENTIEL <input checked="" type="checkbox"/>			
SECRET / SECRET <input type="checkbox"/>		COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>		SECRET / SECRET <input checked="" type="checkbox"/>			
TOP SECRET / TRÈS SECRET <input type="checkbox"/>				TOP SECRET / TRÈS SECRET <input type="checkbox"/>			
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>				TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>			



PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
 Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui
 If Yes, indicate the level of sensitivity:
 Dans l'affirmative, indiquer le niveau de sensibilité : _____
9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
 Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No / Non Yes / Oui
 Short Title(s) of material / Titre(s) abrégé(s) du matériel : _____
 Document Number / Numéro du document : _____

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

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis
- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input checked="" type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input checked="" type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET-SIGINT
TRÈS SECRET – SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |
- Special comments: Personnel required to access Confidential documents are required to have a Confidential clearance.
 Commentaires spéciaux : _____
- NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
 REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
 Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui
 If Yes, will unscreened personnel be escorted? On DND premises, unscreened pers. may
 Dans l'affirmative, le personnel en question sera-t-il escorté? only access public/reception zones No / Non Yes / Oui

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

PRODUCTION

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

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
 Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
 Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No / Non Yes / Oui



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

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

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC						
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	
											A	B	C				
Information / Assets / Renseignements / Biens / Production	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>												
IT Media / Support TI																	
IT Link / Lien électronique																	

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées) Victoria O'Reilly	Title - Titre A/DMEPM(SM) 3-3	Signature O'REILLY, VICTORIA 493	<small>Digitally signed by O'REILLY, VICTORIA 493 DN: c=CA, o=GC, ou=DND-MDN, ou=Personnel, ou=INTERN, cn=O'REILLY, VICTORIA 493 Reason: I am the author of this document Location: your signing location here Date: 2020-09-28 13:30:05 Font: PhantomPDF Version: 10.0.1</small>
Telephone No. - N° de téléphone 343-548-9390	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date 2020-09-28

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées) Sasa Medjovic	Title - Titre Security analyst	Signature	
Telephone No. - N° de téléphone 613-996-0286	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel sasa.medjovic@forces.gc.ca	Date

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? No Yes
Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes? Non Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Cynthia Laverdure Contract Security Officer cynthia.laverdure@pwgsc.gc.ca	Signature
E-mail address - Adresse courriel	Date



TASK AUTHORIZATION AUTORISATION DES TÂCHES

<p>All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.</p>		<p>Contract no. – N° du contrat</p> <hr/> <p>Task no. – N° de la tâche</p>
Amendment no. – N° de la modification	Increase/Decrease – Augmentation/Réduction	Previous value – Valeur précédente
To – À	<p>TO THE CONTRACTOR</p> <p>You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task.</p> <p>Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract.</p> <p>À L'ENTREPRENEUR</p> <p>Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande.</p> <p>Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.</p>	
Delivery location – Expédié à	<p>_____</p> <p style="text-align: center;">Date</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">for the Department of National Defence pour le ministère de la Défense nationale</p>	
Delivery/Completion date – Date de livraison/d'achèvement		
Contract item no. N° d'article du contrat	Services	Cost Prix
	GST/HST TPS/TVH	
	Total	

APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.

NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC : La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.

for the Department of Public Works and Government Services
pour le ministère des Travaux publics et services gouvernementaux

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédiez à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.

ANNEX F

EVALUATION CRITERIA

FOR REPAIR AND OVERHAUL (R&O) OF

AIR TURBINE PUMPS

SOLICITATION: W8482-218163/A

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PART 1 – EVALUATION PROCESS

1 EVALUATION PROCESS

1.1 An evaluation of bids to ensure compliance with all mandatory and point-rated criteria will be conducted. The Evaluation Team composed of representatives of Canada will identify where demonstration of compliance with mandatory and point-rated criteria has been provided in a bid, assess this information for compliance, and enter the results in *Table 2: Technical Scoring*.

1.2 Evaluation Method:

Canada will select the successful Bidder on a “Highest Combined Rating of Technical Merit (80%) and Price (15% Ceiling Price and 5% Fixed Mark-up)” basis, in accordance with PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION of the RFP.

2 MANDATORY CRITERIA

2.1 Failure to meet any of the mandatory criteria will result in the Bidder’s proposal being considered as non-compliant and the Bidder’s proposal will not be further considered in the evaluation process.

3 POINT-RATED CRITERIA

3.1 The point-rated criteria are based on technical features of the bid that are beyond the minimum mandatory criteria. These features are assessed and scored to determine the bid’s added value above the minimum mandatory criteria.

3.2 The Evaluation Team will use the provided “Bidder Proposal Reference” column to assess the location for point-rated information in the bid. Each point-rated criteria will be assessed and scored by the Evaluation Team in accordance with the “Rating Method” description that precedes each evaluation table. The Evaluation Team will input scores into the “Points Awarded” column.

3.3 Bidders are to demonstrate how they meet the point rated criteria in accordance with Section 2 – TECHNICAL EVALUATION.

PART 2 – MANDATORY EVALUATION CRITERIA

1 INSTUCTIONS

- 1.1 The Bidder must provide a detailed proposal as per the mandatory criteria detailed in this Section.
- 1.2 The Bidder must provide references to sections from their proposal in the “Bidder Proposal Reference” column below (Page number, Section, Paragraph, etc.).

2 MANDATORY CRITERIA

Criteria	Reference	Requirement	Compliant	Bidder Proposal Reference
M1	N/A	Bidder must provide a compliance statement that indicates their compliance with the requirements stipulated in the Annex A – Statement of Work and Annex B – Logistics Statement of Work.	YES / NO	
M2	SOW 5.2.1	Bidder must identify the individual that will be the on-site Project Manager to act as the Contractor Point-of-Contact. Note: The experience of this individual will be evaluated in Section 2.1 of Part 3 of this document.	YES / NO	
M3	SOW 5.2.2	Bidder must identify the individual that will be the Lead Engineer who will be responsible for the execution of the Overhaul requirement. Note: The experience of this individual will be evaluated in Section 2.2 of Part 3 of this document.	YES / NO	
M4	SOW 5.2.1	Bidder must possess and provide a copy of a valid Submarine Maintenance Engineering Planning and Procurement (SUBMEPP) Interim, or Full Certification at the time of bid submission.	YES / NO	

Table 1: Mandatory Criteria

FAILURE TO MEET ANY OF THE MANDATORY CRITERIA IN TABLE 1: MANDATORY CRITERIA WILL RESULT IN THE BIDDER’S PROPOSAL BEING DEEMED NON-COMPLIANT AND THE BIDDER’S PROPOSAL WILL NOT BE FURTHER CONSIDERED IN THE EVALUATION PROCESS.

PART 3 - POINT-RATED TECHNICAL EVALUATION CRITERIA

1 TECHNICAL EVALUATION INSTRUCTIONS

1.1 The Bidder is to provide examples which substantiate experience in *Table 2: Technical Scoring* below during the last 10 years. This includes but is not limited to: Work experience, job description, etc.

1.2 Scoring methodology:

The rating criteria for each section below applies a numerical point rated value based on the number of days of applicable work experience in each category, with an emphasis on experience working with MK17 Air Turbine Pumps (ATP).

Note: Experience in MK17 ATP Repair and Overhaul does overlap with Marine System Repair and Overhaul and will score in both categories.

Marine Repair and Overhaul Experience:

10 pts = over 2850 days
9 pts = 2551-2850 days
8 pts = 2251-2550 days
7 pts = 1951-2250 days
6 pts = 1651-1950 days
5 pts = 1351-1650 days
4 pts = 1051-1350 days
3 pts = 751-1050 days
2 pts = 451-750 days
1 pt = 181-450 days
0 pts = under 180 days

Sub Total: _____/10

MK17 ATP Repair and Overhaul Experience

10 pts = over 2850 days
9 pts = 2551-2850 days
8 pts = 2251-2550 days
7 pts = 1951-2250 days
6 pts = 1651-1950 days
5 pts = 1351-1650 days
4 pts = 1051-1350 days
3 pts = 751-1050 days
2 pts = 451-750 days
1 pt = 181-450 days
0 pts = under 180 days

Sub Total: _____/10

2 TECHNICAL EVALUATION

2.1 PROJECT MANAGER REPAIR AND OVERHAUL EXPERIENCE

The Bidder is to provide examples of their Project Manager's work experience during the last 10 years from the date this solicitation was issued.

Experience must be demonstrated and explained in a detailed manner: simply stating the experience has been met will not suffice. Bidders must provide details regarding their Project Manager's experience, which should include, but is not limited to:

- Size, scope, and description of their work; and
- Program or project dates and duration.

Bidders Proposal Reference: _____

2.2 LEAD ENGINEER REPAIR AND OVERHAUL EXPERIENCE

The Bidder is to provide examples of the proposed Lead Engineer’s Repair and Overhaul work experience during the last 10 years from the date this solicitation was issued.

Experience must be demonstrated and explained in a detailed manner: simply stating the experience has been met will not suffice. Bidders must provide details regarding their Lead Engineer’s experience, which should include, but is not limited to:

- Size, scope, and description of the work; and
- Program or project dates and duration.

Bidders Proposal Reference: _____

2.3 CONTRACTOR’S REPAIR AND OVERHAUL EXPERIENCE

The Bidder is required to provide examples of their company’s Repair and Overhaul work experience during the last 10 years from the date this solicitation was issued.

Experience must be demonstrated and explained in a detailed manner: simply stating the experience has been met will not suffice. Bidders must provide details regarding their experience, which should include, but is not limited to:

- Size, scope, and description of the work; and
- Program or project dates and duration.

Bidders Proposal Reference: _____

3 TECHNICAL RATED CRITERIA – TECHNICAL SCORING

Item #	Criteria	Score	Bidder Proposal Reference	Scoring Justification
Technical Experience				
1	Proposed Project Manager’s experience in the management of submarine Repair and Overhaul Contracts.	/10		
2	Proposed Project Manager’s experience in the management of MK17 ATP Repair and Overhaul Contracts.	/10		
3	Proposed Lead Engineer’s experience with submarine Repair and Overhaul.	/10		
4	Proposed Lead Engineer’s experience with MK17 ATP Repair and Overhaul.	/10		
5	Contractor’s experience with submarine Repair and Overhaul Requirements.	/10		
6	Contractor’s experience with MK17 ATP Repair and Overhaul Requirements.	/10		
Technical Proposal Total		/60		

Table 2: Technical Scoring

PART 4 – FINANCIAL EVALUATION CRITERIA

1 INSTRUCTIONS

- 1.1 Bidders must clearly identify their proposed currency type . Should the Bidder use a currency other than CAD, the rate given by the Bank of Canada in effect on the bid solicitation closing date will be applied to convert bids submitted in foreign currency.
- 1.2 All entries must exclude federal and provincial taxes.

2 SCORING METHODOLOGY

- 2.1 The ATP unit Ceiling Price field in Section 3.1 will be used for the financial evaluation using the following formula:

$$\text{Score} = (\text{Lowest Bid} / \text{Bidder's Bid}) \times 15$$

- 2.2 The Bidder's proposed Mark-up Rate Percentage will be evaluated using the following formula:

$$\text{Score} = (\text{Lowest Bid} / \text{Bidder's Bid}) \times 5$$

3 FINANCIAL EVALUATION

3.1 CEILING PRICE

The Bidder must provide a Ceiling Price for the Repair and Overhaul for 1 ATP unit as per the requirements of Annex A – Statement of Work and Annex B – Logistics Statement of Work:

A Ceiling Price is defined as: the maximum amount of money to be paid to the contractor for the prescribed category of work as established in the contract. When a ceiling price is used in a contract, the contractor is not entitled to additional compensation.

Note: The Bidder's proposed Ceiling price is to include all costs associated with Category 1 - Repair and Overhaul of 1 ATP unit, but is not to include any costs associated with the purchase of materials.

ATP unit Ceiling Price: \$ _____

Evaluation Criteria: Pricing Score = (Lowest Bid / Bidder's Bid) x 15

3.2 LABOUR RATES

- The Bidder is required to complete *Table 3 – Proposed Contractor Labour Rates* below. The Bidder is required to list all Labour categories essential to deliver the requirement (e.g., analysis, repair, configure, install, project management and project administration) for the Repair and Overhaul of 1 Set of ATPs in accordance with Annex A - Statement of Work and Annex B - Logistics Statement of Work.
- The Bidder is required to enter its proposed hourly rates for each category (For Fiscal Year (FY) 2024/2025, 2025/2026 and 2026/2027), which are inclusive of all applicable costs to Canada, and must include mark-ups, fees, profit, etc. Such that the entries reflect the actual hourly cost that would be charged to Canada.

LABOUR CATEGORY	Hourly Rates for FY 2024/2025	Hourly Rates for FY 2025/2026	Hourly Rates for FY 2026/2027

Table 3 – Proposed Contractor Labour Rates

Note: All rates above are based on Government of Canada Fiscal Years (1 April 20xx to 31 March 20xx).

3.3 MARK-UP RATE PROPOSAL

The Bidder is required to provide a mark-up rate percentage intended for use when DND requires the Bidder to purchase materials throughout the duration of this contract. *CFM (Contractor Furnished Materials)*.

Bidder's Mark-Up: _____ %

Evaluation Criteria: Pricing Score = (Lowest Bid / Bidder's Bid) x 5

4 FINANCIAL EVALUATION SCORING

Item #	Criteria	Score	Bidder Proposal Reference	Scoring Justification
Financial				
1	Ceiling Price Total Cost	/15		
2	Mark-up Rate	/5		
Financial Proposal Total		/20		

Table 4: Financial Scoring