



National Defence
National Defence Headquarters
Ottawa, Ontario
K1A 0K2

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

**REQUEST FOR PROPOSAL /
DEMANDE DE PROPOSITION**

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

Ministère de la Défense nationale / Department of
National Defence
MGen Pearkes Building, DGAEPM DAP 7
101 Colonel By Drive, Ottawa, Ontario, K1A 0K2

Attention: Alexandra McCann
alexandra.mccann@forces.gc.ca

Proposal To: National Defence Canada

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

Proposition à : Défense nationale Canada

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

**Solicitation Closes –
L'invitation prend fin**

At – à : 14:00 EST

On - le : July 31st, 2023

Canada

Title/Titre ALL TERRAIN VEHICLE WHEELED / VEHICULE TOUS TERRAINS, A ROUES	Solicitation No – N° de l'invitation W8475-245528/A
Date of Solicitation – Date de l'invitation June 30th, 2023	
Address Enquiries to – Adresser toutes questions à Alexandra McCann alexandra.mccann@forces.gc.ca	
Telephone No. – N° de telephone N/A	FAX No – N° de fax N/A
Destinations Canadian Forces Base 4WING & CFB Bagotville, 2 Wing 4CES Squadron Building 86, Gate 1, Arvida St. Building 624, Chimo Road Alouette, QC, Cold Lake, Alberta, T9M 2C6 G0V1A0, Canada	

Instructions:

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

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

Delivery required - Livraison exigée On or before 180 days from contract award date / Au plus tard 180 jours à compter de la date du contrat	Delivery offered - Livraison proposée
Vendor Name and Address - Raison sociale et adresse du fournisseur	
Name and title of person authorized to sign on behalf of vendor (type or print) - Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'imprimerie)	
Name/Nom _____	Title/Titre _____
Signature _____	Date _____

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There are no security requirements.

1.2 Statement of Requirement

The Department of National Defence (DND) has a requirement to procure Seven (7) Militarized All-Terrain Vehicles.

The requirements are further detailed in Annex D - Purchase Description.

1.3 Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

- a. Section 2 of [2003](#), Standard Instructions – Procurement Business Number, is deleted in its entirety.
- b. Subsection 5.2, paragraph d, of [2003](#), Standard Instructions – Goods or Services – Competitive Requirements is amended as follows:
Delete: Bid Receiving Unit of Public Works and Government Services Canada (PWGSC)
Insert: Contracting Authority's email
- c. Subsection 5.3 of [2003](#), Standard Instructions - Goods or Services – Competitive Requirements is deleted in its entirety.
- d. Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services – Competitive Requirements, is amended as follows:
Delete: 60 days,
Insert: 90 days.
- e. Section 6, of [2003](#), Standard Instructions – Late Bids is deleted in its entirety and replaced with the following:
Canada will return or delete bids delivered after the stipulated solicitation closing date and time.
- f. Section 7, of [2003](#), Standard Instructions – Delayed Bids is deleted in its entirety.
- g. Section 8, of [2003](#), Standard Instructions – Transmission by facsimile or by Canada Post Corporation's (CPC) Connect Service is deleted in its entirety.
- h. Subsection 20.2 of [2003](#), Standard Instructions – Further Information is deleted in its entirety.

2.2 Submission of Bids

Bids must be submitted by email only to the Contracting Authority by the date, time and place indicated in the bid solicitation.

Due to the nature of the bid solicitation, bids submitted to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit will not be accepted.

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

Due to the nature of the bid solicitation, bids submitted to Canada Post Corporation (CPC) Connect service will not be accepted.

2.2.1 Electronic Submissions

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

2.3 Enquiries - Bid Solicitation

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

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

2.4 Applicable Laws

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

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

2.5 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

Bidders must submit their bid through email to the Contracting Authority.

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

The Bid must be gathered per section, and separated as follows:

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

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

- 1) Include all environmental certification(s) relevant to your organization (e.g., ISO 14001, Leadership in Energy and Environmental Design (LEED), Carbon Disclosure Project, etc.)
- 2) Include all environmental certification(s) or Environmental Product Declaration(s) (EPD) specific to your product/service (e.g., Forest Stewardship Council (FSC), ENERGYSTAR, etc.)
- 3) Bidders are required to submit bids electronically.

Section I: Technical Bid

In their technical bid, Bidders must explain and demonstrate how they meet all mandatory requirements, which are identified by the usage of 'must', in Annex D by completing and substantiating their specifications in Attachment 2 - Technical Evaluation Matrix. Bidders must provide with their technical bid, a document that clearly demonstrates how they meet the requirement specifications.

Section II: Financial Bid

Bidders must submit their financial bid as follows:

Bidders must submit firm prices, Delivered Duty Paid (DDP) at the destination of the goods as noted in Annex A, Incoterms 2020, Applicable Taxes excluded. The total amount of Applicable Taxes must be shown separately. Prices should appear in the financial bid only and the format should be in accordance with Attachment 1 - Financial Bid.

Bids must be submitted in Canadian dollars.

3.1.1 Electronic Payment of Invoices – Bid

If the Bidder is willing to accept payment of invoices by Electronic Payment Instruments, complete Annex B - Electronic Payment Instruments, to identify which ones are accepted.

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

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

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06) Exchange Rate Fluctuation

3.1.3 Pricing

Bids must be submitted in Canadian dollars.

Bidders must submit firm item prices, Delivered Duty Paid (DDP) at the destination of the goods noted in Annex A, Incoterms 2020, Applicable Taxes excluded. The total amount of Applicable Taxes must be shown separately.

3.1.4 SACC Manual Clauses

B1000T (2014-06-26) Condition of Material - Bid

Section III: Certifications

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

Section IV: Additional Information

Canada requests that bidders submit the following information:

3.1.5 Firm Goods – Best Delivery Date

Delivery of the Firm Goods and/or Services is requested **on or before 180 days from contract award date**. If a longer delivery period is required, the Bidder must submit the best delivery that could be offered, in the form of either a fixed date or a period of time from contract award. Failure to submit a date or time period will be taken as acceptance of delivery within the requested timeframe.

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

3.1.6 Warranty Period

Manufacturer's Standard Warranty Period:

Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the equipment and components that exceeds the minimum warranty period of 24 months or 2000 hours. Any additional manufacturer's standard warranty such as those derived from the Original Equipment Manufacturer (OEM) for component/subassemblies will form part of the proposed contract.

3.1.7 Bidder's Representative

Canada requests that Bidders provide the contact information for:

General Inquiries

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

Delivery Follow-up

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

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 mandatory evaluation criteria.
- b. An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

All bids must be completed in full and provide all the information requested in the bid solicitation to enable full and complete evaluation. Bids will be evaluated on a line-by-line basis.

4.1.1.1 Mandatory Technical Criteria

Bidders must meet all the mandatory technical criteria, as specified in Attachment 2 - Technical Evaluation Matrix, for the Bid to be considered responsive. Bidders must indicate the Part Number and the NSCM/NCAGE they are offering in Attachment 1 - Financial Bid.

4.1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) at the destination of the goods noted in Annex A, Incoterms 2020, Canadian customs duties, and excise taxes included, Applicable Taxes excluded.

4.2 Basis of Selection

A bid must comply with all requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price, per Line Item as in Annex A, will be recommended for contract award.

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. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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 C 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 C for each member of the Joint Venture.

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

There is no security requirement applicable to the Contract.

6.2 Statement of Work

The Contractor must provide the deliverables outlined in Annex D - Purchase Description.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010A](#) (2022-12-01), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract, with the following modifications:

- a. Definition of Minister is modified as follows:
"Canada", "Crown", "His Majesty" or "the Government" means His Majesty the King in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before _____. (**NOTE TO BIDDER: to be inserted by Canada at time of contract award**)

6.4.2 Delivery Points

Delivery of the requirement will be to Canadian Forces Base 4 WING, 4CES Squadron, Building 624, Chimo Rd, Cold Lake, Alberta, T9M2C6 and to BFC Bagotville 2ime escadre, Bâtiment 86, Porte 1, Rue Arvida, Alouette, G0V1A0 as specified on Annex A.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Alexandra McCann
Procurement Officer, DAP 7-3-5-3
Department National Defence
Directorate of Aerospace Procurement
101 Colonel By Drive, Ottawa, Ontario, K1A 0K2
christine.bertrand@forces.gc.ca

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

6.5.2 Technical Authority and Life Cycle Materiel Manager

The Technical Authority for the Contract is:

(NOTE TO BIDDER: to be inserted by Canada at time of contract award)

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

Telephone: _____
Email: _____

The Life Cycle Materiel Manager for the Contract is:

(NOTE TO BIDDER: to be inserted by Canada at time of contract award)

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

Telephone: _____
Email: _____

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

6.5.3 Contractor's Representative

The person responsible for General Inquiries is:

(NOTE TO BIDDER: to be inserted by Canada at time of contract award)

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

The person responsible for Delivery Follow-up is:

(NOTE TO BIDDER: to be inserted by Canada at time of contract award)

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

6.5.4 After Sales Service

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

(NOTE TO BIDDER: to be inserted by Canada at time of contract award)

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in Annex A for a cost of \$_____ **(NOTE TO BIDDER: to be inserted by Canada at time of contract award)**, in Canadian dollars. Customs duties are included, and Applicable Taxes are extra.

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

6.6.2 Terms of Payment

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

6.6.3 Electronic Payment of Invoices – Contract

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

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

6.7 Invoicing Instructions

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

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

- a. The serial number(s), or a copy of the New Vehicle Information Statement (NVIS) containing the Vehicle Identification Number(s) (VIN);
- b. A copy of proof(s) of training if applicable;
- c. A copy of the release document and any other documents as specified in the Contract.

Contractor must submit invoices to the Contracting Authority electronically to christine.bertrand@forces.gc.ca.

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

6.7.1 Holdback

A 10% holdback will apply on the total value of any due payment of items.

Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous invoice.

Release of the 10% holdback is conditional upon receipt and certified acceptance of all Work under this Contract.

Invoicing instructions for the holdback are as detailed in the clause entitled "Invoicing Instructions".

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.8.2 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.

6.9 Applicable Laws

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

6.10 Priority of Documents

If there is a discrepancy between the 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 [2010A](#) (2022-12-01) General Conditions – Goods Medium Complexity;
- c. Annex D - Purchase Description;
- d. the Contractor's bid _____ (**NOTE TO BIDDER:** *to be inserted by Canada at time of contract award*).

6.11 Defence Contract

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

6.12 Inspection and Acceptance

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

6.13 SACC Manual Clauses

[C0207C](#) (2013-04-25) Firm Price

[C2000C](#) (2007-11-30) Taxes – Foreign Based Contractor

[B7500C](#) (2006-06-16) Excess Goods

[D2025C](#) (2017-08-17) Wood Packaging Materials

[D5540C](#) (2021-05-20) ISO 9001:2015 Quality Management Systems-Requirements (Quality Assurance Code Q)

[G1005C](#) (2016-01-28) Insurance – No Specific Requirement

6.14 Post-Contract Award Meeting

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

6.15 Dispute Resolution

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

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.

If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.

Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

6.16 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.

6.17 Incomplete Assemblies

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

6.18 Work Site Access

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

6.19 Interchangeability

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

6.20 Vehicle Safety

Each vehicle supplied pursuant to the Contract must meet the applicable provisions of the [Motor Vehicle Safety Act](#), S.C. 1993, c. 16, and the applicable regulations that are in force on the date of its manufacture.

6.21 Recall Notices

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

6.22 Preparation for Delivery

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

6.23 Delivery of Dangerous Goods/Hazardous Products

The Contractor must mark dangerous goods/hazardous products which are classed as dangerous/hazardous as follows:

- a. shipping container - in accordance with the [Transportation of Dangerous Goods Act](#), 1992, c. 34; and,

- b. immediate product container - in accordance with the [Hazardous Products Act](#), R.S., 1985, c. H-3.

The Contractor must provide bilingual Safety Data Sheets, indicating the NATO Stock Number as follows:

- a. 2 hard copies:
- i. 1 copy to be enclosed with the shipment, and
 - ii. 1 copy to be mailed to:

National Defence Headquarters
MGen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
Attention: DSCO 5-4-2

- b. 1 copy sent in any electronic format to the following address: MSDS-FS@FORCES.GC.CA.

The Contractor will be responsible for any damages caused by improper packaging, labelling or carriage of dangerous goods/hazardous products.

The Contractor must ensure they adhere to all levels of regulations regarding dangerous goods/hazardous products as set forth by federal, provincial, and municipal laws and by-laws.

The Contractor must contact the consignee (i.e., Supply Depot Traffic Section) at least 48 hours before shipping dangerous goods/hazardous products, to schedule a receiving time.

6.24 Tools and Loose Equipment

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

6.25 Delivery and Unloading

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

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

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

ANNEX A

REQUIREMENTS

Item	Unit of Issue	Total Quantity	Delivery Address	Invoice Address	Firm Unit Price (Tax Excluded)	Extended price	Proposed Delivery Date
All-Terrain Vehicle, (As described in Annex D) • P/N Offered _____ • NSCM/CAGE _____	EA	5	CFB Bagotville, 2 Wing Building 86, Gate 1, Arvida St., Alouette, QC, G0V1A0, Canada	Department of National Defence Attn: Alexandra McCann, DAP 7-3-5-3 alexandra.mccann@forces.gc.ca 101 Colonel By Drive, Ottawa, Ontario, K1A 0K2	\$ _____	\$ _____	_____
All-Terrain Vehicle, (As described in Annex D) • P/N Offered _____ • NSCM/CAGE _____	EA	2	4CES Squadron, 4 Wing Cold Lake, Bldg 624 Chimo Road, Cold Lake, AB, T9M 2C6, Canada	Department of National Defence Attn: Alexandra McCann, DAP 7-3-5-3 Alexandra.mccann@forces.gc.ca 101 Colonel By Drive, Ottawa, Ontario, K1A 0K2	\$ _____	\$ _____	_____
Sub Total					\$ _____		
Applicable Taxes (GST 5%)					\$ _____		
Applicable Taxes (QST 9.975%)					\$ _____		
Total (taxes included)					\$ _____		

ANNEX B

ELECTRONIC PAYMENT INSTRUMENTS

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

- Direct Deposit (Domestic and International);
- Wire Transfer (International Only).

ANNEX C

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 C - Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

ANNEX D

PURCHASE DESCRIPTION



NOTICE

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

AVIS

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

PURCHASE DESCRIPTION FOR

Militarized All-Terrain Vehicle

4x4

4 Stroke Gasoline Engine

Military Tan

OPI: DSVPM 6 – BPR: DAPVS 6

Issued on Authority of the Chief of the Defence Staff
Publiée avec l'autorisation du chef d'état-major de la Défense

Canada

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1. SCOPE

1.1 **Scope.** This document covers the Purchase Description for Militarized All-Terrain Vehicles 4x4, equipped with a four (4) cycle gasoline engine.

1.2 Abbreviations

English		French	
CAF	Canadian Armed Forces	FAC	Forces armées canadiennes
DND	Department of National Defense	MDN	Ministère de la Défense national
ECC	Equipment Configuration Code	CCE	Code de Configuration d'équipement
ILS	Integrated Logistic Support	SLI	Soutien logistique Intégré
PASS	Passenger	PASS	Passager
OEM	Original Equipment Manufacturer	OEM	Fabricant d'équipement d'origine
NATO	Northern Atlantic Treaty Organization	OTAN	Organisation du Traité de L'Atlantic Nord
NCAGE	Commercial and Government Entity Code	NCAGE	Code d'organisme commercial ou gouvernemental

1.3 Instructions

- (a) Requirements that are identified by the word "**must**", **must** be treated as mandatory. Deviations will not be permitted.
- (b) Requirements identified with a "will" define actions to be performed by Canada and require no action/obligation on the Contractor's part.
- (c) Where "**must**" or "will" are not used, the information provided is for guidance only.
- (d) Where a standard is specified and the Contractor has offered an **Equivalent**, that **Equivalent** standard **must** be supplied by the Contractor.
- (e) Where a technical certification is referred to in this Purchase Description, a copy of the certification or **Equivalent must** be supplied, when requested by the **Technical Authority**.
- (f) While the International System of Units (SI) **must** be used as the primary system of measurement to define requirements of this Purchase Description, both the SI system and the standard system for this product may be indicated. Conversion from one system of measurement to the other may not be exact.
- (g) Dimensions stated as nominal **must** be treated as approximate dimensions. Nominal dimensions reflect a method by which materials or products are generally identified for sale commercially, but that differ from the actual dimensions.

1.4 Definitions

- (a) "**Provided**" means "provided and installed".
- (b) "**Equivalent**" means a standard, means, or component type that the **Technical Authority** has approved for this requirement as meeting the specified requirements for fit, form, function and performance.
- (c) "**Commercially Equipped**" means that the vehicle is provided in its standard commercial configuration with no additional government-specified requirements.
- (d) "**Bilingual**" means both official languages; English and French.
- (e) "**5th percentile adult female**". As defined in the Motor Vehicle Safety Regulations (C.R.C., c. 1038) a person having as physical characteristics a mass of 46.3 kg, height of 1499 mm, erect sitting height of 785 mm, normal sitting height of 752 mm, hip sitting breadth of 325 mm, hip sitting circumference of 925 mm, waist sitting circumference of 599 mm, chest depth of 191 mm, bust circumference of 775 mm, chest upper

circumference of 757 mm, chest lower circumference of 676 mm, knee height of 455 mm, popliteal height of 356 mm, elbow rest height of 180 mm, thigh clearance height of 104 mm, buttock-to-knee length of 518 mm, buttock-to-poples length of 432 mm, elbow-to-elbow breadth of 312 mm and seat breadth of 312 mm.

- (f) **“95th percentile adult male”**. As defined in the Motor Vehicle Safety Regulations (C.R.C., c. 1038) a person having as physical characteristics a mass of 97.5 kg, height of 1849 mm, erect sitting height of 965 mm, normal sitting height of 930 mm, hip sitting breadth of 419 mm, hip sitting circumference of 1199 mm, waist sitting circumference of 1080 mm, chest depth of 267 mm, chest circumference of 1130 mm, knee height of 594 mm, popliteal height of 490 mm, elbow rest height of 295 mm, thigh clearance height of 175 mm, buttock-to-knee length of 640 mm, buttock-to-poples length of 549 mm, elbow-to-elbow breadth of 506 mm and seat breadth of 404 mm.

2. APPLICABLE DOCUMENTS

2.1 **Government Furnished Documents.** NOT APPLICABLE

2.2 **Other Publications.** Canada will not supply reference documents. Effective documents are those in effect on the date of the manufacture of the vehicle. Sources are as shown.

- (a) Hazardous Products Act
Government of Canada / Department of Justice
<http://laws-lois.justice.gc.ca/eng/acts/H-3/>
- (b) SAE Standards
SAE World Headquarters
400 Commonwealth Dr.,
Warrendale, PA, 15096-0001
<http://www.sae.org>
- (c) Canadian Motor Vehicle Safety Regulations (C.R.C., c. 1038)
Government of Canada / Transport Canada
<http://www.tc.gc.ca/eng/acts-regulations/regulations-crc-c1038.htm>

3. REQUIREMENTS

3.1 **Standard Design**

- (a) The vehicle **must** be the latest model from a manufacturer who has demonstrated acceptability by selling, in North America, this type and size class of vehicle for at least three (3) years.
- (b) The vehicle **must** include all components, equipment and accessories normally supplied for this application, although they may not be specifically described in this Purchase Description.
- (c) The vehicle **must** have engineering certification available, upon request, for this application, from the original manufacturers of the major equipment, systems and assemblies.
- (d) The vehicle **must** conform to all applicable laws, regulations and industrial standards in effect in Canada at the time of manufacture. The regulatory areas may include but are not necessarily limited to manufacturing, health and safety, noise levels, environment and emissions.
- (e) The vehicle and accessories **must** operate in accordance with all original equipment manufacturers' (OEM) rated capacities and performance specifications.
- (f) The manufacturer **must** select components readily available for minimum of (10) years from the date of purchase.

3.2 **Operating Conditions**

- 3.2.1 **Weather.** The vehicle **must** operate under the extremes of weather found in Canada in temperatures ranging from -30°C to 37°C.
- 3.2.2 **Terrain.** The vehicle **must** propel itself in the forward and reverse directions during on-road and off-road operations (e.g. open fields and dirt tracks) during all seasons, in all-weather conditions.

3.3 **Safety Standards**

- 3.3.1 **Hazardous Materials.** The contractor **must** comply with the Hazardous Products Act of Canada with regards to the use of hazardous materials, ozone depleting substances, polychlorinated biphenyls, asbestos and heavy metals used in the manufacture and assembly of the product supplied.
- 3.3.2 **Vehicle Safety Regulations.** The vehicle **must** comply with the Motor Vehicle Safety Regulations (C.R.C., c. 1038).
- 3.3.3 **Human Factors Engineering**
- (a) The vehicle **must** be manufactured/assembled for safety and ease of use by the CAF users with anthropometric characteristic measurements ranging from 95th percentile male to 5th percentile female.
 - (b) The vehicle **must** have entry and exit points equipped with handles and steps sized and positioned to accommodate CAF users with anthropometric characteristic measurement ranging from 95th percentile male to 5th percentile female.
 - (c) The vehicle **must** be provided with warning and instructions labels, grab handles and heat shields, for operator and passenger safety.

3.4 **Vehicle Dimensions.** *The vehicle must have a:*

- (a) Maximum overall length of 2450 mm;
- (b) Maximum overall width of 1275 mm;
- (c) Maximum overall height of 1550 mm; and
- (d) Minimum ground clearance 250 mm.

3.5 **Payload.** *The vehicle must have a minimum payload of 375 kg.*

3.6 **CHASSIS AND POWER TRAIN SYSTEMS**

3.6.1 **Engine**

- (a) The vehicle **must** be provided with a liquid cooled engine.
- (b) The engine **must** have a displacement of at least 800 cc.
- (c) The engine **must** have Electronic Fuel Injection.
- (d) The engine **must** be four (4) stroke.
- (e) The engine fuel type **must** be unleaded regular gasoline.

3.6.2 **Fuel Tank.** The main fuel tank **must** have a minimum capacity of 18 liters.

3.6.3 **Transmission**

- (a) The vehicle must be provided with an automatic transmission with, as a minimum, Park, Reverse, Neutral, High (P/R/N/H).
- (b) The transmission **must** have four (4) wheel drive with selectable 2WD / 4WD or AWD.

3.6.4 **Brakes.** The vehicle **must** be provided with front and rear hydraulic disc brakes.

3.6.5 **Suspension.** The vehicle **must** be provided with front and rear independent suspension with a travel of at least 210 mm.

3.6.6 **Skid Plate.** The vehicle **must** be provided with a full underbody skid plate.

3.6.7 **Steering.** *Commercially equipped.*

3.6.8 **Towing Capacity.** The vehicle **must** tow a minimum load of 650 kg.

3.7 **BODY SYSTEMS**

3.7.1 **Body Features**

(a) The vehicle **must** be provided with a front cargo rack with minimum capacity of 90 kg.

(b) The vehicle **must** be provided with a rear cargo rack with minimum capacity of 180 kg.

3.7.2 **Seating.** The vehicle **must** be provided with a single person operator seat.

3.7.3 **Controls and Instruments.** The vehicle **must** be provided with a:

(a) Speedometer;

(b) Odometer;

(c) Fuel gauge; and

(d) Hour meter.

3.8 **ELECTRICAL SYSTEMS**

(a) The vehicle **must** be provided with headlamps.

(b) The vehicle **must** be provided with brake/taillights.

3.9 **MISCELLANEOUS**

3.9.1 **Special Equipment**

(a) The vehicle **must** be provided with a rear 2" receiver.

(b) The vehicle **must** be provided with a winch that has a minimum capacity of 1300 kg.

(c) The vehicle **must** be provided with a roll bar located forward of the operator.

(d) The vehicle **must** be provided with handlebar mounted hand warmers.

(e) The vehicle **must** be provided with two (2) cargo nets for the cargo racks.

(f) The vehicle **must** be provided with one (1) water resistant cargo bag mounted to the fender.

3.9.2 **Colour.** The vehicle **must** be painted Military Tan.

3.9.3 **Lubricants and Hydraulic Fluids**

(a) Standard synthetic non-proprietary lubricants and hydraulic fluids **must** be provided.

(b) Lubrication fittings **must** conform to SAE J534 or an **Equivalent** North American Standard.

3.9.4 **Warning, Markings and Instruction Plates**

(a) All identification, instructional, and warnings labels **must** be bilingual or international symbols defined in SAE J1362.

(b) All identification, instructional, and warning labels **must** be within view of the operator.

(c) All indicators and controls **must** be permanently labelled.

3.9.5 **Vehicle Identification.** The following information **must** be provided as a minimum, permanently marked and in a conspicuous and protected location:

- (a) The cab and chassis manufacturer's name, model number, serial number, and model year;
- (b) The body manufacturer's model and serial number;
- (c) The manufacturer's model and serial number; and
- (d) Dry Weight.

3.9.6 **Vehicle Delivery Condition**

- (a) Fuel tank(s) **must** be half to three quarters full on delivery.
- (b) Lubricants installed in the vehicle at time of delivery **must** be suitable for the destination and the season of delivery.

4. **INTEGRATED LOGISTIC SUPPORT (ILS)**

4.1 **Deliverables**

4.1.1 **General Requirements**

- (a) Sample ILS documents **must** be submitted to the **Technical Authority** prior to the delivery of the vehicle/equipment for each configuration/model and their accessories, for approval. Sample ILS documents will not be returned.
- (b) **Technical Authority** approval, request for additional documentation or request for amendments will be supplied within 15 working days of receipt.
- (c) The Contractor **must** supply the additional documentation or implement the changes as requested by the **Technical Authority**.
- (d) **Digital Documents**
 - i All digital copies **must** be supplied in searchable PDF format unless stated otherwise.
 - ii Digital copies **must** be functional without the requirement for a password, an auto-run installation procedure or an Internet connection.
 - iii Digital copies of manuals **must** be supplied to the TA by email or e-transfer and with the vehicle on a CD or DVD (**USB sticks will not be accepted**).
 - iv Digital copies of other ILS documents **must** be provided by email/e-transfer to the TA or on CD or DVD.
 - v CDs/DVDs **must** be permanently and legibly marked with the equipment description and a list of contents.
- (e) **Paper Documents**. All paper copies of ILS documents delivered **must** have the same content as the digital copy approved by the **Technical Authority**.

4.1.2 **ILS Deliverables.** The following table indicates the ILS elements that the Contractor **must** deliver, including the medium (paper or digital), the expected means of delivery and the reference paragraph.

Element	Format/ Medium	Delivered to TA by email or etransfer for approval	Supplied with each Vehicle/ equipment	Remarks	Reference Paragraph
Photograph and Line Drawing Package	Digital	X 30 days before delivery of vehicle	-	JPEG	4.2.1
Data Summary	Digital	X 30 days before delivery of vehicle	-	Microsoft Word	4.2.2
Initial Parts Kit List	Digital	X 30 days before delivery of vehicle	-	PDF	4.2.3
Recommended Spare Parts List	Digital	X 30 days before delivery of vehicle	-	PDF	4.2.4
Special Tools List	Digital	X 30 days before delivery of vehicle	-	PDF	4.2.5
Warranty Letter	Digital	X 30 days before delivery of vehicle	-	PDF	4.2.6
	Paper	-	X	-	
Safety Data Sheets Package	Digital	X 30 days before delivery of vehicle	-	PDF	4.2.7
	Paper	-	X	-	
Set of Manuals	Digital	X 30 days before delivery of vehicle	X	PDF - on CD/DVD with equipment*	4.2.8
	Paper	-	X	-	
Initial Parts Kit	-	-	X	1 kit	4.2.9
Safety Recalls and Servicing Data	Digital	X	X	PDF	4.2.10
Operator Tools	-	-	X	1 set	4.2.11

Note: * One CD/DVD should be used for all e-manuals covering a configuration/model and its accessories.

4.2 ILS Elements Description

4.2.1 Photograph and Line Drawing Package

- (a) DND requires photographs and line drawings for documentation and cataloguing purposes. The Photograph and Line Drawing Package **must** include:
- i Two (2) digital colour photographs, one (1) left-front three-quarter view, and one (1) right-rear three-quarter view of each configuration/model;

- ii One (1) digital colour photograph of each attachment taken at the three-quarter view that best illustrates the attachment; and
 - iii One (1) front-view and one (1) side-view line drawing showing dimensions of the vehicle/equipment. Brochure line drawings are acceptable.
- (b) Photographs **must** have a plain background and be in a JPEG (Joint Photographic Experts Group) format with a resolution of at least eight (8) Mega pixels.

4.2.2 Data Summary

- (a) The **Technical Authority** will supply a bilingual Data Summary Template (in Microsoft Word format) to the Contractor.
- (b) The data summary **must**:
- i Be completed using the **Technical Authority** provided bilingual template;
 - ii Be a separate document for each configuration/model;
 - iii Include accessories and features; and
 - iv Be delivered in Microsoft Word format.

4.2.3 Initial Parts Kit List

- (a) The Initial Parts Kit List **must** include a complete list of parts needed to perform preventive maintenance on one (1) vehicle/equipment for a period of one (1) year, in accordance with the maintenance manual, for each configuration/model.
- (b) The Initial Parts Kit List **must** include a complete change of all filters and filter elements.
- (c) The Initial Parts Kit List **must** include the following elements for each part listed:
- i Item name;
 - ii Contractor's part number
 - iii Manufacturer's part number;
 - iv Manufacturer's NATO Supply code (NCAGE) or name and address;
 - v NSN (NATO Stock Number) (if known);
 - vi Quantity per vehicle/equipment;
 - vii Quantity recommended;
 - viii Unit price; and
 - ix Unit of issue.

4.2.4 Recommended Spare Parts List. The contractor **must** provide a list detailing the spare parts necessary to maintain the vehicle/equipment for a period of 12 months exclusive of any warranty period and include:

- (a) Part description;
- (b) Original Equipment Manufacturer;
- (c) Original Equipment Manufacturer Part Number;
- (d) Suggested quantity; and
- (e) Unit cost.

4.2.5 Special Tools Lists. The contractor **must** provide an itemized list of specific tools required for the servicing, repair and diagnostics of the vehicle/equipment procured under this contract and include:

- (a) Item name;
- (b) Manufacturer's part number (OEM);
- (c) Quantity recommended per delivery location;
- (d) Contractor's part number;
- (e) Unit price; and
- (f) Unit of issue.

4.2.6 **Warranty Letter**

- (a) The **Technical Authority** will supply a bilingual Warranty Letter Template (in PDF format) to the Contractor.
- (b) The Warranty Letter **must**:
 - i Use the **Technical Authority** provided bilingual template;
 - ii Contain a complete description of the warranty requested with the warranty terms and conditions;
 - iii Contain the complete warranty details on any system or sub system warranty that exceeds the minimum requested; and
 - iv Contain the name and contact information of the closest designated warranty provider and other designated warranty providers across Canada.

4.2.7 **Safety Data Sheets Package**

- (a) The Safety Data Sheets Package **must** include:
 - i A bilingual (or a separate French and an English) list of all hazardous materials used on the vehicle/equipment; and
 - ii A complete bilingual set (or a set in French and a set in English), of all the safety data sheets for all hazardous materials in the list.
- (b) If there are no hazardous materials used, this **must** be stated on the list.

4.2.8 **Set of Manuals**

- (a) The set of manuals for each configuration/model **must** include:
 - i The French and English (or bilingual) operator manual(s);
 - ii The French and English (or bilingual) maintenance (shop repair) manual(s); and
 - iii The English or bilingual parts manual(s).
- (b) The set of manuals **must** include manuals (operator, maintenance (shop repair) and parts) for all major components, all attachments, accessories and features for the configuration/model supplied. Accessory manuals may be included as supplements to the vehicle manuals.

4.2.9 **Initial Parts Kit.** The Contractor **must** supply one (1) complete set of parts contained in the approved Initial Parts Kits List with each vehicle/equipment.

4.2.10 **Safety Recalls and Servicing Data.** Safety Recalls and manufacturer's technical service bulletins, or equivalent **must** be provided to the Technical Authority and the final delivery locations on a continuing basis, throughout the life expectancy of the vehicle/equipment or for no less than 10 years.

4.2.11 **Operator Tools**

- (a) The vehicle **must** be provided with a basic tool kit for Operator maintenance provided stored with each vehicle.

- (b) The vehicle **must** be provided with a storage container or bag designed for the stowage of Operator maintenance tools specific to the vehicle for roadside repairs.