

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**

**PO Box 1408, Room 100
167 Lombard Ave.**

**Winnipeg
Manitoba**

R3C 2Z1
Bid Fax: (204) 983-0338

Request For a Standing Offer Demande d'offre à commandes

National Master Standing Offer (NMSO)

Offre à commandes principale et nationale (OCPN)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Western
Region

PO Box 1408, Room 100
167 Lombard Ave.

Winnipeg
Manitoba

R3C 2Z1

Title - Sujet Avionics Repair and Overhaul	
Solicitation No. - N° de l'invitation W7006-14R027/A	Date 2014-09-29
Client Reference No. - N° de référence du client DND	GETS Ref. No. - N° de réf. de SEAG PW-\$WPG-014-9176
File No. - N° de dossier WPG-3-36312 (014)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-10-31	Time Zone Fuseau horaire Central Daylight Saving Time CDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Fagan, Mike	Buyer Id - Id de l'acheteur wpg014
Telephone No. - N° de téléphone (204)983-6103 ()	FAX No. - N° de FAX (204)983-7796
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE 17 Wing Winnipeg Bldg 129 MDC, 715 Wihuri Rd Winnipeg Manitoba R3J 3Y5 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

Solicitation No. - N° de l'invitation

W7006-14R027/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

wpg014

Client Ref. No. - N° de réf. du client

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

WPG-3-36312

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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications: includes the certifications to be provided; |
| Part 6 | Insurance Requirements: includes specific requirements that must be addressed by offerors; and |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses: |
| | 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions; |
| | 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer. |

The Annexes include the Statement of Work, the Basis of Payment, List of Repairables, Insurance Requirements, Bid Evaluation Criteria and Periodic Usage Reporting Form.

2. Summary

(i) The Department of National Defence (DND), 402 Squadron, based out of 17 Wing in Winnipeg, Manitoba, operates four (4) CT142 Series 100, Dash-8 aircraft for the purpose of basic Air Navigation training. The CT142 Dash-8 aircraft is a modified civilian Dash-8 model 102 aircraft (DHC-8-102).

The Department of National Defence (DND) has a requirement for the following:

- a. Inspection, repair, overhaul, modification and/or reduction to spares of the CT142 Dash 8 aircraft specialized avionics components at the Contractor's facility or by Mobile Repair Party (MRP), **on an as required basis**; and
- b. Technical Investigation and Engineering Support (TIES) services in support of the CT142 Dash 8 aircraft avionics equipment, **on an as required basis**.

(ii) The Department of National Defence - 402 Squadron located in Winnipeg, Manitoba will be able to use this standing offer.

(iii) The period of the standing offer will be for a three (3) year period with an option to extend for an additional two (2) - one (1) year option periods.

(iv) It is anticipated that the amount that will be spent on this standing offer will be \$175,000.00 per year.

(v) Offerors must submit a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2006.

(vi) The requirement is subject to a preference for Canadian goods and/or services.

3. Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2014-09-25) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days
Insert: ninety (90) days

1.1 SACC Manual Clauses

ID	Title	Date
M0019T	Firm Price and/or Rates	2007-05-25

1.2 Controlled Goods Program

1.2.1. As the resulting standing offer will require the production of or access to controlled goods that are subject to the [Defence Production Act](#), R.S. 1985, c. D-1, offerors are advised that within Canada only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: [Controlled Goods Program](#) and registration is carried out as follows:

- a. When the bid solicitation includes controlled goods information or technology, the Offeror must be registered, exempt or excluded under the CGP before receiving the bid solicitation. Requests for technical data packages or specifications related to controlled goods should be made in writing to the Standing Offer Authority identified in the bid solicitation and must contain the CGP registration number or written proof of exemption or exclusion of the Offeror and of any other person to whom the Offeror will give access to the controlled goods.
- b. When the bid solicitation does not include controlled goods information or technology but the resulting standing offer requires the production of or access to controlled goods, the successful Offeror and any subcontractor who will be producing or accessing controlled goods must be registered, exempt or excluded under the CGP before examining, possessing or transferring controlled goods.
- c. When the successful Offeror and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of standing offer award, the successful Offeror and any subcontractor must, within seven (7) working days from receipt of written notification of standing offer award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No examination, possession or transfer of controlled goods must be performed until the

successful Offeror has provided proof, satisfactory to the Standing Offer Authority that the successful Offeror and any subcontractor are registered, exempt, or excluded under the CGP.

Failure to provide proof, satisfactory to the Standing Offer Authority, that the successful Offeror and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of standing offer award, will be considered a default under the resulting standing offer except to the extent that Canada is responsible for the failure due to delay in processing the application.

1.2.2. Offerors are advised that all information on the Application for Registration (or exemption) Form will be verified and errors or inaccuracies may cause significant delays and/or result in denial of registration or exemption.

2. Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to PWGSC will not be accepted.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors 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 offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

4. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Manitoba.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (4 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy).

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

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, offerors should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Offer

In their technical offer, offerors should explain and demonstrate how they propose to meet the Requirements and how they will carry out the Work. The technical offer should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings.

Your Technical Offer should address each of the following elements in the order in which they appear below:

A) Technical Statement of Work, Logistics Statement of Work and List of Repairables

The Bidder must demonstrate its understanding of the requirements of Annex "A", Technical Statement of Work, Annex "B", Logistics Statement of Work and Annex "D", List of Repairables. The proposal must clearly demonstrate its full compliance with all of the paragraphs of the above referenced Annex(s). Failure to provide sufficient information and to clearly demonstrate your compliance with any of the mandatory requirements of the above referenced Annex(s) will result in your proposal being deemed non-responsive and it will be given no further consideration in the evaluation process. **If your company is in full compliance with all of the terms and conditions under this solicitation, please submit a covering letter addressing this issue.**

B) Mandatory Technical Criteria

See Annex "E"- Bid Evaluation Criteria for list of mandatory requirements. Your proposal must address in sufficient detail and clearly indicate that it meets all of the mandatory requirements addressed in Annex "E".

C) Point Rated Technical Criteria

See Annex "E"- Bid Evaluation Criteria for a list of point rated criteria. Your proposal must address, in sufficient detail, all of the point rated criteria addressed in Annex "E".

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Annex C, Basis of Payment. The total amount of Applicable Taxes must be shown separately.

Payment by Credit Card

Canada requests that offerors complete one of the following:

- (a) ☐ Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA _____

Master Card _____

- (b) ☐ Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) The evaluation team will determine first if there are two (2) or more offers with a valid Canadian Content certification. In that event, the evaluation process will be limited to the offers with the certification; otherwise, all offers will be evaluated. If some of the offers with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive offers with a valid certification remain, the evaluation will continue among those offers with a valid certification. If all offers with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other offers received will be evaluated.

1.1. Technical Evaluation

1.1.1 Mandatory Technical

See Annex "E"- Bid Evaluation Criteria for list of mandatory requirements.

1.1.2 Point Rated Technical Criteria

See Annex "E"- Bid Evaluation Criteria for a list of point rated criteria.

1.2 Financial Evaluation

See Annex "C", Basis of Payment, Financial Evaluation.

1.2.1 SACC Manual clause M0222T (2013-04-25), Evaluation of Price

2. Basis of Selection - Mandatory Technical Criteria Only

- 2.1** An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

PART 5 - CERTIFICATIONS

Offerors must provide the required certifications and associated information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default in carrying out any of its obligations under any resulting contracts, if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority may render the Offer non-responsive, may result in the setting aside of the Standing Offer or constitute a default under the Contract.

1. Certifications Required Precedent to Issuance of a Standing Offer and Certifications Required with the Offer

1.1 Certifications Required Precedent to Issuance of a Standing Offer

1.1.1 Integrity Provisions - Associated Information

By submitting an offer, the Offeror certifies that the Offeror and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Offer of Standard Instructions [2006](#). The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

1.1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](#)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada-Labour's](#) website.

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

1.2 Certifications Required with the Offer

Offerors must submit the following duly completed certifications with their offer.

1.2.1 Canadian Content Certification

This procurement is conditionally limited to Canadian goods and Canadian services.

Subject to the evaluation procedures contained in the request for standing offer, offerors acknowledge that only offers with a certification that the goods and services offered are Canadian goods and Canadian services, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the offer will result in the goods and services offered being treated as non-Canadian goods and non-Canadian services.

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
wpg014

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DND

File No. - N° du dossier
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The Offeror certifies that:

() a minimum of 80 percent of the total price for the offer consist of Canadian goods and Canadian services as defined in paragraph 5 of clause [A3050T](#).

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult [Annex 3.6](#).(9), Example 2, of the [Supply Manual](#).

1.2.1.1 *SACC Manual* clause [A3050T](#) (2010-01-11) Canadian Content Definition

PART 6 – INSURANCE REQUIREMENTS

1. Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex F.

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

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

- 1.1** The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

2. Security Requirement

There is no security requirement applicable to this Standing Offer.

3. Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) 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.

3.1 General Conditions

2005 (2014-09-25) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "G". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

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

Quarterly periods are defined as follows:

1st quarter: April 1 to June 30;
2nd quarter: July 1 to September 30;
3rd quarter: October 1 to December 31;
4th quarter: January 1 to March 31.

The data must be submitted to the Standing Offer Authority no later than fifteen (15) calendar days after the end of the reporting period.

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from the date of award of the Standing Offer for a three (3) year period.

4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) - one (1) year periods, under the same conditions and at the rates or prices specified in the Standing Offer or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Mike Fagan
Supply Specialist, Public Works and Government Services Canada
Acquisitions Branch, Western Region
100-167 Lombard Ave., Winnipeg, Manitoba, R3C 2Z1

Telephone: 204-983-6103
Facsimile: 204-983-7796
E-mail address: mike.fagan@pwgsc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

5.2 Technical Authority (TA)

The Technical Authority for the Standing Offer is:

Aircraft Engineering Officer (AEO)
Department of National Defence,
402 "City of Winnipeg" Squadron
P.O. Box 17000 STN FORCES
Winnipeg, Manitoba R3J 3Y5

Telephone:
Facsimile:
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 Standing Offer and is responsible for all matters concerning the technical content of the Work under the Standing Offer. 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 standing offer amendment issued by the Standing Offer Authority.

5.3 Requisition Authority (RA)

The Requisition Authority for the Standing Offer is:

Logistics Support Officer (LSO)
Department of National Defence,
402 "City of Winnipeg" Squadron
P.O. Box 17000 STN FORCES
Winnipeg, Manitoba R3J 3Y5

Telephone:
Facsimile:
E-mail address:

The Requisitioning Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for supply control and contract management of the Work under the resulting Contract.

5.4 Offeror's Representative

Name: _____ Title: _____

Phone: _____ Facsimile: _____

E-mail: _____

6. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is:

The Department of National Defence - 402 Squadron, 17 Wing, Winnipeg, Manitoba.

7. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, "Call-up against a Standing Offer" or electronic document.

8. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$ To Be Determined** (Applicable Taxes included).

9. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **\$ To Be Determined** unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or three (3) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2014-09-25), General Conditions - Standing Offers - Goods or Services
- d) the general 2010A (2014-09-25), General Conditions – Goods (Medium Complexity);
- e) Annex A, Technical Statement of Work;
- f) Annex B, Logistics Statement of Work;
- g) Annex C, Basis of Payment;
- h) Annex D, List of Repairables;
- i) Annex E, Bid Evaluation Criteria;
- j) Annex F, Insurance Requirements;
- k) the Offeror's offer dated _____ (*insert date of offer*).

11. Certifications

11.1 Compliance

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing associated information are conditions of issuance of the Standing Offer (SO). Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO. If the Offeror does not comply with any certification, fails to provide the associated information, or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

11.2 SACC Manual Clauses

ID	Title	Date
M3020C	Status and Availability of Resources	2010-01-11
M3021T	Education and Experience	2012-07-16
M3060C	Canadian Content Certification	2008-05-12
M3800C	Estimates	2006-08-15

12. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer 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 as specified by the offeror in its offer, if applicable*).

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

1. Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

2010A (2014-09-25), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16 Interest on Overdue Accounts, of 2010A (2014-03-01), General Conditions - Goods (Medium Complexity) will not apply to payments made by credit cards.

3. Term of Contract

3.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

4. Payment

4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s), as specified in Annex C, Basis of Payment. 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.

4.2 Method of Payment

SACC Manual clause H1000C (2008-05-12) Single Payment

4.3 Payment by Credit Card

The following credit card is accepted: _____.

OR

The following credit cards are accepted: _____ and _____.

5. Invoicing Instructions

- 5.1 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.
- 5.2 Invoices must be distributed as follows:
- a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6. Insurance Requirements

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

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

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

7. SACC Manual Clauses

ID	Title	Date
A3015C	Certifications	2008-12-12
A9006C	Defence Contract	2012-07-16
A9131C	Controlled Goods Program	2011-05-16
A9062C	Canadian Forces Site Regulations	2011-05-16
C0705C	Discretionary Audit	2010-01-11
C2000C	Taxes – Foreign based Contractor	2007-11-30
C2608C	Canadian Customs Documentation	2012-07-16
D5328C	Inspection and Acceptance	2007-11-30
D5510C	Quality Assurance Authority (DND)	2012-07-16
	- Canadian-based Contractor	
D5515C	Quality Assurance Authority (DND)	2010-01-11
	- Foreign-based and United States Contractor	
D5540C	ISO 9001:2008 Quality Management Systems	2010-08-16
	- Requirements (QAC Q)	
D5580C	Civil Aircraft Inspection (QAC J)	2007-11-30

8. Shipping Instructions (Department of National Defence) - Canadian-based Contractor

8.1 Delivery will be FCA Free Carrier at **Contractor's facility**, Incoterms 2000. The Contractor must load the goods onto the carrier designated by the Department of National Defence (DND). Onward shipment from the delivery point to the consignee will be Canada's responsibility.

8.2 Before shipping the goods, the Contractor must contact the following DND Inbound Logistics Coordination Center by facsimile or e-mail, to arrange for shipment, and provide the information detailed at paragraph 3.

DND Inbound Logistics Coordination Center contact info to be named upon Standing Offer award.

8.3 The Contractor must provide the following information to the DND Inbound Logistics Coordination Center when arranging for shipment:

- a. the Contract number;
- b. consignee address (for multiple addresses, items must be packaged and labelled separately with each consignee address);
- c. description of each item;
- d. the number of pieces and type of packaging (i.e., carton, crate, drum, skid);
- e. actual weight and dimensions of each piece type, including gross weight;
- f. full details of dangerous material, as required for the applicable mode of transportation, signed certificates for dangerous material as required for shipment by the International Maritime Dangerous Goods Code, the International Air Transport Association regulations or the applicable Canadian [Dangerous Goods Shipping Regulations](#), and a copy of the material safety data sheet.

8.4 Following receipt of this information by Canada, Canada will provide the appropriate shipping instructions, which may include the requirement for specific consignee address labelling, and the marking of each piece with a Transportation Control Number.

8.5 The Contractor must not ship the goods before receiving shipping instructions from the DND Inbound Logistics contact.

8.6 If the Contractor delivers the goods at a place and time which are not in accordance with the given delivery instructions or fail to fulfill reasonable delivery instructions given by Canada, the Contractor must reimburse Canada any additional expenses and costs incurred.

8.7 If Canada is responsible for delays in delivering the goods, ownership and risk will be transferred to Canada upon expiry of either thirty (30) days following the date on which a duly completed shipping application is received by Canada or by its appointed forwarding agent, or thirty (30) days following the delivery date specified in the Contract, whichever is later.

ANNEX "A"

TECHNICAL STATEMENT OF WORK

Technical Statement of Work for the repair, overhaul and provision of TIES Services for CT142 Dash 8 Aircraft Specialized Avionics Components.

1.0 SCOPE

The Department of National Defence (DND) has a requirement for the following:

- a. Inspection, repair, overhaul, modification and/or reduction to spares of the CT142 Dash 8 aircraft specialized avionics components at the Contractor's facility or by Mobile Repair Party (MRP), **on an as required basis**; and
- b. Technical Investigation and Engineering Support (TIES) services in support of the CT142 Dash 8 aircraft avionics equipment, **on an as required basis**.

1.1 PURPOSE

The purpose of this Statement of Work (SOW) is to define the tasks, specifications and standards associated with the requirements stated above. Where possible, references to specifications and technical orders unique to DND have been omitted.

This SOW takes precedence over any other documents referred to herein and supersedes all previous revisions of this SOW. In the event there is a conflict between any of the documents referred to herein and this SOW does not provide guidance, the Technical Authority (TA) shall be consulted.

1.2 BACKGROUND

402 Squadron (402 Sqn) based out of 17 Wing in Winnipeg, Manitoba, operates four CT142, Series 100, Dash 8 aircraft for the purpose of supporting basic Air Navigator training. The CT142 Dash 8 aircraft is a modified civilian Dash 8 model 102 aircraft (DHC-8-102).

2.0 APPROVAL PROCESS

- 2.1 All work associated with this SOW is to be carried out by an Original Equipment Manufacturer (OEM) authorized and Transport Canada (TC) approved repair and overhaul organization and all items shall be accompanied by appropriate certification acceptable to TC. Federal Aviation Administration (FAA) certification will be considered as equivalent to TC certification.
- 2.2 All engineering work related to this SOW shall be done by TC Design Approval Representatives (DARs) who possess delegated authorities in applicable technical specialty areas for the Dash 8 aircraft. FAA authorized agencies shall be considered for equivalence at the discretion of the TA. All aspects of the design change shall require approval by a competent individual who has been granted authority by TC to make such findings.
- 2.3 All work associated with this SOW (including subcontractors), shall be carried out by

Original Equipment Manufacturer (OEM) authorized and Transport Canada (TC) approved personnel whose qualifications meet or exceed requirements.

3.0 APPLICABLE DOCUMENTS

3.1 Applicability. The following Canadian Forces Technical Orders support this SOW and must be considered as supplemental information if not specifically identified in the text. In the event of conflicts between the documents referenced below and the content of the SOW, the SOW shall take precedence.

- | | | |
|----|---------------------|---|
| a. | C-02-005-011/AM-000 | Mobile Repair Parties Manned by Contractor Personnel |
| b. | C-05-030-001/AG-001 | Aircraft Maintenance Management Information System (AMMIS) |
| c. | C-05-005-P04/AM-001 | Policy and Procedures - Aircraft Weapon Systems Maintenance - Aircraft Maintenance Record Set |
| d. | C-01-100-100/AG-006 | Specification - Writing, Format and Production of Technical Publications |
| e. | D-01-100-220/SF-000 | Specification - Preparation of Modification Instructions; |
| f. | C-02-007-000/AG-001 | Controlled Technology and Transfer –Controlled Goods |
| g. | C-05-005-001/AG-001 | Technical Airworthiness Manual (TAM) |

NOTE: The above documents will be made available to Offerors upon request.

3.2 All work will be carried out in accordance with approved data that is acceptable to TC and/or the Minister of National Defence (MND). The Offeror shall be responsible for obtaining the approved data required to fulfill the requirements of this SOW. Data that is normally available from the manufacturer will not be provided by DND. Approved data will include the latest amendment of the manufacturer's maintenance and overhaul manuals, service bulletins (SB), service letters and approved repair dispositions.

4.0 CF/DND AIRWORTHINESS PROGRAM REQUIREMENTS:

- a. Within 1 week after contract award, the Contractor must apply directly to the TA for recognition in accordance with TAM (Technical Airworthiness Manual) 1.4.2.S1.2.b. The Contractor must complete and submit a Technical Airworthiness Authority (TAA) recognition survey as directed by the TA.
- b. The Contractor must obtain provisional recognition from the TAA prior to commencing airworthiness related activities. Subcontractors who perform airworthiness activities may or may not be subject to accreditation/recognition directly by the TAA. In cases where the TAA has elected not to recognize Subcontractors, the Contractor is required to provide oversight on those Subcontractors conducting airworthiness activities in order to verify the Subcontractor's compliance to the airworthiness requirements within this document.

- c. Within 2 weeks of contract award, DND will conduct an initial Technical Airworthiness Management meeting to determine the requirements for obtaining full TAA recognition. The TAA staff will also provide direction on the provisioning of the Contractor's DND Airworthiness Supplement (DAS).
- d. Within 3 months after contract award, the Contractor must submit a DAS to the TA.
- e. The Contractor must obtain full organizational Recognition from the TAA within 12 months after provisional recognition. Once recognized by the TAA, the Contractor must maintain this status for the duration of the contract.

NOTE

Recognition requirements are identified in the TAM. Recognized organizations generally benefit from leveraging on their approved civilian policy under the authority of the TAA.

4.1 The DAS (DND Airworthiness Supplement) must describe:

- a. how the Contractor's civilian policy will be leveraged to satisfy the requirements in TAM 1.4.2. Annex C;
- b. additional policy to satisfy requirements within TAM 1.4.2. Annex C not covered within the Contractor's MPM; and
- c. the incorporation of military specific forms/tags used to certify and record maintenance activities. In order to maintain recognition, the Contractor must ensure the DAS meets the requirements of the TAM. The Contractor must update the DAS when instructed by TAA staff. The Contractor is required to meet the latest version of the TAM.

4.2 Contractor Maintenance Process Manual

The Contractor must submit their TC (Transport Canada) approved Maintenance Policy Manual (MPM) and TIC approval certificate(s) to prove compliance to 4.1. The Contractor must inform the TA whenever a Contractor's or Subcontractor's MPM or TIC approval Certificate has been changed or updated. At the request of the TA, the Contractor must submit the Contractor's and any Subcontractor's updated MPM and/or TIC approval Certificates to the TA.

4.3 TAA Audits

The Contractor must provide support to TAA auditors during DND airworthiness audits. This includes, but not limited to providing:

- a. on-site access for the audit team, including office space to conduct meetings and interviews;
- b. access to technician qualification and authorization files within the AMO;
- c. access to work orders and other technical data generated to certify or release maintenance activities on DND CT142 Dash 8 Avionics equipment and/or components; and

- d. technical and management staff to support TAA auditors.

NOTE

TAA staff generally schedule airworthiness audits every 30 months, however the frequency may increase or decrease depending on other factors such as the amount of civilian regulator oversight or flight safety incidents related to activities conducted at the Contractor's facilities.

4.4 Corrective Action Plans

The Contractor is required to submit and implement a corrective action plan (CAP) to the TA, as directed by TAA staff, to address observations found during airworthiness audits.

4.5 Tool Control

The Contractor must have tool control procedures satisfying the intent of the DND tool control program as specified in the TAA advisory 2006-02, Tool Management Program.

5.0 AIRWORTHINESS REQUIREMENTS.

- 5.1 The DND Technical Airworthiness Program for the Repair, Overhaul and Provision of TIES Services for the CT142 Dash 8 Aircraft Specialized Avionics Components Contract requires that repair, overhaul and provision of TIES services, be conducted under an appropriate program of work control that ensures the technical airworthiness of aeronautical products. This in turn requires that the contractor obtain full accreditation or be deemed an acceptable organization (i.e. recognition) as an Accredited Design Organization (ADO) and Accredited Technical Organization by the DND Technical Airworthiness Authority (TAA), in accordance with the applicable requirements of the DND Technical Airworthiness Manual (TAM), CFTO C-05-005-001/AG-001. The TAM requires that the support of aeronautical products shall be conducted by organizations acceptable to the TAA. The DND Technical Airworthiness Authority is currently the Director General Aerospace Equipment Program Management (DGAEPM).
- 5.2 Bidders are not required to possess TAA accreditation/recognition in order to submit a bid. Bidders shall submit documentation specified under Mandatory and Rated paragraphs that follow, and are required to commit to the achievement of TAA accreditation/recognition as applicable within 12 months of contract award.
- 5.3 The contractor shall ensure technical airworthiness of the CT142 in accordance with the requirements specified in the Repair, Overhaul and Provision of TIES Services for the CT142 Dash 8 Aircraft Specialized Avionics Components Contract and Statement of Work (SOW). As described in the SOW, during the period between contract award and the achievement of full TAA accreditation/recognition, technical airworthiness for CT142 shall be achieved through the implementation of an Airworthiness Management Plan (AMP) as per DID AW – 001 and approved by the DND Technical Authority (TA) identified in the contract. This AMP shall also describe how the contractor shall achieve full TAA accreditation/recognition as applicable within 12 months of contract award. Once the AMP has been reviewed by the TAA and approved by the TA, provisional accreditation/recognition will be granted to the organization by the TAA. Provisional accreditation/recognition is usually granted for a 12 month period. The AMP shall be used to:

- a. Describe the plan for achieving full TAA accreditation/recognition, including the submission of the applicable Airworthiness Process Manual and the required supporting documentation;
 - b. Demonstrate compliance to technical airworthiness requirements prior to TAA accreditation/recognition; and
 - c. Measure progress toward achieving TAA accreditation/recognition.
- 5.4 The Bidders' understanding of technical airworthiness requirements and their approach to complying with those requirements will be evaluated in accordance with the Repair, Overhaul and Provision of TIES Services for the CT142 Dash 8 Aircraft Specialized Avionics Components and Evaluation Plan (ANNEX E - Bid Evaluation Criteria) with the results contributing to the overall evaluation of technical proposals.
- 5.5 To support contract award and eventually TAA accreditation/recognition, the contracted organization shall allow the WSM organization to review any and all internal and third party audit reports. In addition, any circumstances that may degrade the acceptability of the contracted organization (i.e. change in regulatory approvals) shall be brought to the attention of the TAA.

6.0 REQUIREMENTS

- 6.1 The Offeror shall be registered with the Controlled Goods Program.
- 6.2 The Offeror shall be registered with Public Works and Government Services Canada (PWGSC).
- 6.3 The following tasks are to be performed under the terms of this SOW:
- a. the Offeror shall inspect, repair, overhaul, paint or modify items in accordance with approved data as directed by the TA;
 - b. the Offeror shall disassemble items and reduce those items to spare parts as directed by the TA;
 - c. the Offeror shall conduct technical investigations and engineering studies as directed by the TA. Findings and recommendations shall be supported by basic engineering data and submitted to the TA in the form of engineering reports;
 - d. the Offeror shall design modifications or repairs as directed by the TA – design changes may be documented by any one or combination of the following documents:
 - (1) Modification Instruction Leaflet – prepared in accordance with D-01-100-220/SF-000 Preparation of Modification Instructions;
 - (2) Draft amendments to Canadian Forces Technical Orders – prepared in accordance with C-01-100-100/AG-006 Writing, Format and Production of Technical Publications; and
 - (3) Engineering drawings prepared in accordance with the Commercial Engineering Drawings and Associated Lists for Repair and Overhaul of CT142 Dash 8 Aircraft Avionics Components.

- e. the Offeror shall manufacture, assemble and/or install prototype modifications as directed by the TA – where such work is authorized, the Offeror shall evaluate the effectiveness of the modification and report the results to the TA;
 - f. the Offeror shall manufacture, assemble and/or install first production modification kits as directed by the TA;
 - g. although work associated with this SOW will normally be carried out at the Offeror's facility, the TA may authorize an MRP for the performance of work at a location other than the Offeror's facility. Offeror personnel shall conduct any MRP authorized by the TA in accordance with C-02-005-011/AM-000 (Mobile Repair Parties Manned by Contractor Personnel); and
 - h. The Offeror shall accept changes to ANNEX D – List of Repairables as the configuration of the CT142 Dash 8 is modified. These changes will be under guidance of the Contracting Authority.
- 6.4 Each arising associated with this SOW (i.e. each inspection, repair, overhaul, painting, modification or disposal) is considered to be comprised of the following operations where applicable:
- a. receipt and induction processing (this operation shall include the conduct of an inventory of installed items - the Offeror shall notify the TA immediately in the event an item is not included in the shipment or on the aircraft);
 - b. disassembly;
 - c. cleaning;
 - d. detailed parts inspection;
 - e. rework or replacement of unserviceable parts;

NOTE

The Offeror shall rework all parts not found to be beyond economical repair (BER) unless directed otherwise by the TA – replacement of parts with new or exchanged parts is neither expected nor authorized unless the part is BER. The TA may authorize replacement of parts in order to meet an urgent requirement. A part is considered to be BER if the cost of reworking the part exceeds 80 per cent of the cost of a replacement part or if an approved repair disposition is not available. If a Lifer part is scrapped IAW CTAT manual, it must be replaced with a serviceable part having a remaining life equal to or greater than that of the part being replaced. The Offeror may elect to replace a part that does not meet the requirements stated above; in this case the Offeror shall contact the TA for authorization.

- f. functional check of sub assemblies;
- g. painting;
- h. embodiment of Canadian Forces (CF) Modifications or OEM service bulletins as specified in a minimum work specification for each item (to be provided by the TA if applicable) or as directed by the TA;

NOTE

The Offeror may elect to embody a Service Bulletin (SB) that is not listed in the minimum work specification and has not been mandated by an Airworthiness Directive (AD). However, prior to embodiment of any such SB, the Offeror must obtain TA authorization. The TA is to be informed if a part number is subject to change.

- i. reassembly;
- j. functional checks or tests;
- k. preparation for delivery;
- l. final inspection by Quality Assurance Personnel;
- m. preparation of documentation in accordance with C-05-005-P04/AM-001 (Aircraft Maintenance Record Set) and C-05-030-001/AG-001 (Aircraft Maintenance Management Information System);
- n. preparation of documentation acceptable to TC, which certifies the airworthiness of the avionics product (Certificate of Conformance);
- o. shipment;
- p. preparation and submission of OEM warranty claims on behalf of DND for remaining life on parts replaced during the inspection, repair or overhaul; and
- q. disposal of spares that are BER will be the responsibility of the Offeror and must be carried out IAW CTAT manual

NOTE

The Offeror shall coordinate with the TA for this process.

- 6.5 The Offeror is authorized to repair those items that are listed on the List of Repairables at Annex D.
- 6.6 The normal work scope for certain repairable items will be specified in a minimum work specification, which shall be provided by the TA.
- 6.7 The Offeror shall carry out all service bulletins required to comply with ADs unless specified otherwise by the TA. In the event a minimum work specification is provided and a particular service bulletin, which is required to comply with an AD, is not specified in the minimum work specification, the Offeror shall advise the TA.
- 6.8 Service bulletins which the manufacturer recommends or which the manufacturer indicates are part of a minimum build specification must be authorized by the TA prior to embodiment unless the TA has indicated that a particular service bulletin is part of the normal work scope for the affected repairable. In cases where the warranty on a particular item would be voided by not carrying out a service bulletin the Offeror shall request direction from the TA.
- 6.9 The Offeror shall provide a single point of contact for all work associated with this SOW.

- 6.10 The Offeror shall conduct visits to CF locations or other locations as directed and specifically authorized by the TA.
- 6.11 A document listing all SBs and modifications carried out shall accompany the invoice forwarded to the Requisitioning Authority (RA), where applicable.
- 6.12 Following repair, the item shall remain fully interchangeable with articles catalogued under the same reference number, part number, and of the same modification status. The concept of interchangeability must extend to include the internal characteristics such as waveforms and component layout.
- 6.13 All equipment assemblies or components after repair, overhaul and/or modification shall have the original marking information restored or changes made as applicable.
- 6.14 The Contractor shall provide and maintain configuration management of the materiel specified in this SOW. This responsibility includes the ability to specify the status of repair and/or overhaul processes and the status of the embodiment of modifications, for any given material specified in this SOW undergoing repair, overhaul, and/or modification at the Contractor's facility. The Contractor shall retain quality control and inspection records for a period of five (5) years from the date of termination of this contract.

7.0 SECURITY

- 7.1 The Offeror must be Controlled Goods qualified for maintenance actions performed on Aviation equipment.

8.0 DELIVERABLES

- 8.1 Equipment shall be processed expeditiously through "in-plant" repair and the turn-around-time shall not exceed forty-five (45) calendar days, unless otherwise authorized by DND. Any difficulty in accomplishing this turn-around-time shall be reported to the RA through the Quality Assurance Representative (QAR) so that other repair or supply arrangements can be made if necessary. The principle of first-in-first-out (FIFO) per line item shall be utilized whenever possible. Turn-around-time is measured from receipt of a repairable at the Contractor's facility to the date of DND acceptance.
- 8.2 A report listing all service bulletins and modifications carried out and found embodied shall accompany the invoice forwarded to the RA.
- 8.3 The Offeror shall maintain and forward to the RA a record of work carried out on each avionics component or accessory, which shall include the following information:
- a. detailed description of work performed (including all repair schemes);
 - b. list of parts removed by serial number (where applicable);
 - c. list of parts installed by serial number (where applicable);
 - d. condition of removed parts (where applicable); and
 - e. verification of items scrapped.

9.0 ADDITIONAL WORK REQUESTS (AWR)

- 9.1 The Offeror must obtain the authority of the TA via an approved AWR prior to undertaking any corrective maintenance or work outside the scope of the Standing Offer. The AWR must, at a minimum, detail the reason for the requirement, the work to be performed, work breakdown and associated cost. The TA will provide written guidance within two (2) working days of receipt of the request.

10.0 ACCIDENT AND INCIDENT REPORTING

- 10.1 The Offeror shall report to the TA any occurrences of accidents and incidents related to the aircraft or associated components while they are in the care of the Offeror.

11.0 AUTHORITY

- 11.1 The Technical Authority (TA) for this SOW is:

Aircraft Engineering Officer (AEO)
402 City of Winnipeg Squadron
PO Box 17000 STN FORCES
Winnipeg, Manitoba R3J 3Y5
Telephone:
Fax:

- 11.2 The Requisitioning Authority (RA) for this SOW is:

Logistics Support Officer (LSO)
402 City of Winnipeg Squadron
PO Box 17000 STN FORCES
Winnipeg, Manitoba R3J 3Y5
Telephone:
Fax:

ANNEX "B"

LOGISTICAL STATEMENT OF WORK

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1.0 GENERAL

1.1 AIM

The Contractor shall repair and/ or overhaul only these items for which he has received authorization in accordance with the List of Repairables contained in this RFP or an approved Repairable Material Request (RMR). The Contractor shall conform to such supply procedures as are advised in this SOW for the management of DND equipment and stores in his possession. DND reserves the right to exercise surveillance over all aspects of the contractor's supply operation. Repair priority shall be "Routine" unless otherwise stipulated by the Requisitioning Authority (RA) or representatives.

1.2 EXTENT OF WORK

The complete overhaul of all arisings (except lifed items that are time expired) is not permitted under the terms of this Statement of Work. The intent is that repair work will be done and overhaul resorted to only where such is economically and technically justifiable; or where required by technical specifications. The following definitions will apply:

Repair: The identification and correction of those specific defects that degrade the performance of an item causing it to function below specifications;

Overhaul: The restoration of an item to its original condition/near life expectancy. It includes the replacement of worn, damaged or life expired parts; the incorporation of approved modifications; and the rework of components as necessary;

Interchangeability: Following repair, the article must remain fully interchangeable (form, fit and function) with articles catalogued under the same reference number, part number and of the same modification status. This concept of interchangeability must be extended to include internal characteristics such as waveforms and component layout in order to ensure full compatibility with automatic test equipment software and automatic probing.

2.0 ADMINISTRATION

2.1 RECEIPT/ COMPLETION OF WORK

2.1.1 Upon receipt of DND equipment, the Contractor shall: identify the equipment and ensure authority to repair (item is included in List of Repairables); open a work order; carry out a physical check to ensure that the item is complete and is in accordance with the accompanying vouchers. Within 48 hours of the physical receipt of the unserviceable item, a work order number shall be assigned to the item and NDQAR shall be informed of receipt.

2.1.2 If the Contractor is missing any information or documentation, he shall request it through the National Defence Quality Assurance Region (NDQAR).

2.1.3 For those items where the basis of payment is other than firm fixed price, based on available information and/or inspection of the item the Contractor shall determine the extent of work required and prepare a cost estimate. If estimated cost to repair is below the maximum repair cost (MRC = 80% of replacement cost) the Contractor shall proceed with the repair. Whenever estimated cost to repair exceeds MRC, the Contractor shall request authority to proceed with the repair from the RA. MRC calculations must be supported by documentation (invoice or supplier price quotation).

- 2.1.4 Where it is otherwise impossible to determine the cost to repair, the Contractor may apply to NDQAR for authorization to strip the equipment so as to assess its repair and/or overhaul potential and to estimate the costs. Unless otherwise specified, and regardless of the value of the equipment, the cost of the work involved in estimating repair is chargeable to the item whether or not the item is subsequently repaired.
- 2.1.5 On completion of Repair and/or Overhaul of any items listed in Annex A, the Contractor shall close the work order and forward documentation to the NDQAR representative.
- 2.1.6 The following "Contractor Certification" or similarly worded sentence shall be stamped on the repair certification document.

I certify the maintenance described has been performed in accordance with applicable standards of airworthiness.

Signature Date
(Contractor QC)

2.2 DISCREPANCIES IN SHIPMENTS

If upon initial inspection, the Contractor identifies equipment as having same form, fit and function as other equipment but as being misidentified, the Contractor shall forward a message to the Technical Authority (TA) with the following information: discrepancy in identification; Stock Code (SC) and quantity vouched; Stock Code and quantity actually received.

2.3 WORK CONTROL

The Contractor shall ensure that the repair of all DND equipment is controlled by a serial numbered work order. Upon completion of work, the work order shall include at least the following: a contract serial number against which all costs incurred are chargeable; the Stock Code (SC) and Part Number (PN), description, quantity and serial number, if any, of item repaired; a cross reference to all documentation associated with the repair; repair cost estimate; and the identity of the person opening the work order.

2.4 COST CONTROL

The Contractor shall monitor the cost of each repair to ensure that total repair costs remain within MRC limits. Appropriate management control procedures must be in place and records maintained. These control procedures and records shall be available for review and/or audit on request.

2.5 COSTING RECORDS

The Contractor shall prepare forms and maintain records which will provide: a cost listing, by serial number if applicable, of each item or job lot going through the repair line; a detail of the extent of work carried out, in-process inspections completed and material embodied at any stage of the repair process; the average cost of repair and/or overhaul, by SC/ Part Number; and the total repair cost for an item, by work order.

NOTE: This data shall be provided as requested by the Requisitioning Authority and/or NDQAR.

2.6 STOP REPAIR ACTION

The Contractor shall comply immediately with all stop repair instructions issued from the RA.

3.0 MAINTENANCE SUPPORT

3.1 EQUIPMENT TURN AROUND TIME (TAT)

Turn Around Time (TAT) is defined as that period of time from receipt of repairable at the contractor's facility to the date of DND acceptance. The principle of "first-in / first-out" (FIFO), per line item shall be utilized whenever possible.

3.2 PRIORITY REPAIR REQUEST (PRR)

The Contractor shall be prepared to satisfy Priority Repair Request (PRR) in an expeditious manner. If the Required Delivery Date (RDD) cannot be met, the Contractor shall advise the originator and the consignee for a more realistic Estimated Delivery Date (EDD). This EDD shall be amended as required until the PRR is satisfied.

4.0 SUPPLY SUPPORT

4.1 PRESERVATION AND PACKAGING FAILURE

Equipment damaged due to preservation and packaging failures in shipments shall be reported to the NDQAR using form CF 777, Unsatisfactory Condition Report (UCR), supported by photographs.

4.2 REUSABLE CONTAINERS

The Contractor shall inspect, repair and/or repaint reusable metal or wooden containers. If a requirement to repair, replace or provide a reusable container or other packaging material has been identified, it will become a charge against the R&O contract at a negotiated rate shown in the "basis of payment" and on the repair work order.

4.3 LOSS OR DAMAGE TO DND MATERIAL

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

4.4 CUSTOMS & EXCISE

If a Contractor sub-contracts to an out of country location, the Contractor is responsible for the preparation of all necessary customs documentation. Customs Brokers shall not be utilized unless specifically authorized by the RA.

5.0 MISCELLANEOUS

5.1 CONTRACTOR USE OF DND EQUIPMENT/ PUBLICATIONS

The Contractor shall not use DND publications, tools, test-equipment, or jigs and fixtures for commercial work without the written consent of DND. In instances where DND has provided such consent, PWGSC will negotiate suitable compensation for DND. All requests shall be directed to the Requisitioning Authority through PWGSC.

5.2 **CALL-UPS AGAINST STANDING OFFER**

All engineering support taskings including design of modifications or repairs, and all MRPs shall be considered by the Contractor to be authorized upon receipt of a completed requisition (form DSS 942) which will define the work to be carried out and financial limitations. Normally, a separate SOW will accompany such requisition, which precisely identifies the tasks to be carried out, schedule, deliverables, specifications and contact officer.

ANNEX "C"

BASIS OF PAYMENT

1.0 FOR INITIAL THREE YEAR PERIOD FROM DATE OF STANDING OFFER AWARD

For work performed in accordance with the Standing Offer, the Offeror shall be paid firm fixed prices as follows:

a) For the Repair & Overhaul (R&O), modification or reduction to spares:

A Firm Fixed Hourly Rate for Technician of: \$_____/hour
(Profit of ____% is included in the hourly rate)

b) Mobile Repair Party Labour \$_____/hour
(Profit of ____% is included in the hourly rate)

c) TIES Labour (Technical Investigations and Engineering Studies)

(i) Engineer \$_____/hour
(Profit of ____% is included in the hourly rate)

(ii) Technologist/Technician \$_____/hour
(Profit of ____% is included in the hourly rate)

d) For preparation of Aircraft Maintenance Management Information System (AMMIS) Reports and other reports when authorized by the DND Technical and/or Requisitioning Authority:

A Firm Fixed Hourly Rate for Technician of: \$_____/hour
(Profit of ____% is included in the hourly rate)

e) For the Screening, Stripping, Disposal of Radio Active Material (RAM) & provision of final RAM certification:

A Firm Fixed Hourly Rate for Technician of: \$_____/hour
(Profit of ____% is included in the hourly rate)

f) For Contractor Furnished Material (CFM):

Authorized CFM, upon embodiment, Laid-down Cost (LDC), plus a Firm Fixed Mark-up of: _____%

Note: Laid down cost (LDC) is the cost incurred by the Offeror to acquire a specific product/part/service for the performance of the work. This cost includes the Supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, Foreign exchange, customs duty and brokerage, but excludes overheads, profit and GST.

g) For Sub-Contract work required to support repair and overhaul:

Laid-down Cost (LDC), plus a Mark-up of: _____%

h) For Travel and Living Expenses

For travel, meals and accommodation expenses incurred by MRP and/or TIES personnel, the Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, in accordance with Contract Cost Principles 1031-2, with no allowance for profit and/or administrative overhead. All payments are subject to government audit.

i) Goods & Services Tax (GST) / Harmonized Sales Tax (HST):

GST/HST, if applicable, shall be extra.

2.0 FOR FIRST ONE YEAR OPTION PERIOD

For work performed in accordance with the Standing Offer, the Offeror shall be paid firm fixed prices as follows:

a) For the Repair & Overhaul (R&O), modification or reduction to spares:

A Firm Fixed Hourly Rate for Technician of: \$_____/hour
(Profit of ____% is included in the hourly rate)

b) Mobile Repair Party Labour \$_____/hour
(Profit of ____% is included in the hourly rate)

c) TIES Labour (Technical Investigations and Engineering Studies)

(i) Engineer \$_____/hour
(Profit of ____% is included in the hourly rate)

(ii) Technologist/Technician \$_____/hour
(Profit of ____% is included in the hourly rate)

d) For preparation of Aircraft Maintenance Management Information System (AMMIS) Reports and other reports when authorized by the DND Technical and/or Requisitioning Authority:

A Firm Fixed Hourly Rate for Technician of: \$_____/hour
(Profit of ____% is included in the hourly rate)

e) For the Screening, Stripping, Disposal of Radio Active Material (RAM) & provision of final RAM certification:

A Firm Fixed Hourly Rate for Technician of: \$_____/hour
(Profit of ____% is included in the hourly rate)

f) For Contractor Furnished Material (CFM):

Authorized CFM, upon embodiment, Laid-down Cost (LDC), plus a Firm Fixed Mark-up of: _____%

Note: Laid down cost (LDC) is the cost incurred by the Offeror to acquire a specific product/part/service for the performance of the work. This cost includes the Supplier's invoice price (less trade discounts), plus any applicable charges for

incoming transportation, Foreign exchange, customs duty and brokerage, but excludes overheads, profit and GST.

g) For Sub-Contract work required to support repair and overhaul:

Laid-down Cost (LDC), plus a Mark-up of: _____%

h) For Travel and Living Expenses

For travel, meals and accommodation expenses incurred by MRP and/or TIES personnel, the Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, in accordance with Contract Cost Principles 1031-2, with no allowance for profit and/or administrative overhead. All payments are subject to government audit.

i) Goods & Services Tax (GST) / Harmonized Sales Tax (HST):

GST/HST, if applicable, shall be extra.

3.0 FOR SECOND ONE YEAR OPTION PERIOD

For work performed in accordance with the Standing Offer, the Offeror shall be paid firm fixed prices as follows:

a) For the Repair & Overhaul (R&O), modification or reduction to spares:

A Firm Fixed Hourly Rate for Technician of: \$_____/hour
(Profit of ____% is included in the hourly rate)

b) Mobile Repair Party Labour \$_____/hour
(Profit of ____% is included in the hourly rate)

c) TIES Labour (Technical Investigations and Engineering Studies)

(i) Engineer \$_____/hour
(Profit of ____% is included in the hourly rate)

(ii) Technologist/Technician \$_____/hour
(Profit of ____% is included in the hourly rate)

d) For preparation of Aircraft Maintenance Management Information System (AMMIS) Reports and other reports when authorized by the DND Technical and/or Requisitioning Authority:

A Firm Fixed Hourly Rate for Technician of: \$_____/hour
(Profit of ____% is included in the hourly rate)

e) For the Screening, Stripping, Disposal of Radio Active Material (RAM) & provision of final RAM certification:

A Firm Fixed Hourly Rate for Technician of: \$_____/hour
(Profit of ____% is included in the hourly rate)

f) For Contractor Furnished Material (CFM):

Authorized CFM, upon embodiment, Laid-down Cost (LDC), plus a Firm Fixed Mark-up of: _____ %

Note: Laid down cost (LDC) is the cost incurred by the Offeror to acquire a specific product/part/service for the performance of the work. This cost includes the Supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, Foreign exchange, customs duty and brokerage, but excludes overheads, profit and GST.

g) For Sub-Contract work required to support repair and overhaul:

Laid-down Cost (LDC), plus a Mark-up of: _____ %

h) For Travel and Living Expenses

For travel, meals and accommodation expenses incurred by MRP and/or TIES personnel, the Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, in accordance with Contract Cost Principles 1031-2, with no allowance for profit and/or administrative overhead. All payments are subject to government audit.

i) Goods & Services Tax (GST) / Harmonized Sales Tax (HST):

GST/HST, if applicable, shall be extra.

4.0 FINANCIAL EVALUATION

4.1 EVALUATION TOTALS FOR BASIS OF PAYMENT.

The following estimated usage will be calculated, against the prices offered by the Bidders, to determine an evaluation total. The estimated usage is not to represent a firm commitment from the Crown, as it will be utilized for evaluation purposes only.

4.2 FOR INITIAL THREE YEAR PERIOD FROM DATE OF STANDING OFFER AWARD

Description	Quantity
a) Repair and Overhaul Labour:	900 hours
b) Mobile Repair Party Labour:	30 hours
c) TIES Labour:	
(i) Engineer:	30 hours
(ii) Technicians/Technologists	30 hours
d) Contractor Furnished Material:	\$30,000.00
e) For Subcontract work:	\$9,000.00

4.3 FOR FIRST ONE YEAR OPTION PERIOD

Description	Quantity
a) Repair and Overhaul Labour:	300 hours
b) Mobile Repair Party Labour:	10 hours
c) TIES Labour:	
(i) Engineer:	10 hours
(ii) Technicians/Technologists	10 hours
d) Contractor Furnished Material:	\$10,000.00
e) For Subcontract work:	\$3,000.00

4.4 FOR SECOND ONE YEAR OPTION PERIOD

a) Repair and Overhaul Labour:	300 hours
b) Mobile Repair Party Labour:	10 hours
c) TIES Labour:	
(i) Engineer:	10 hours
(ii) Technicians/Technologists	10 hours
d) Contractor Furnished Material:	\$10,000.00
e) For Subcontract work:	\$3,000.00

4.5 EVALUATION CALCULATION

The rates from the Offeror's bid will be applied to the above evaluation quantities.

INITIAL THREE YEAR PERIOD (a + b + c + d + e) = **TOTAL 1**

FIRST ONE YEAR OPTION (a + b + c + d + e) = **TOTAL 2**

SECOND ONE YEAR OPTION (a + b + c + d + e) = **TOTAL 3**

TOTAL 1 + TOTAL 2 + TOTAL 3 = Evaluated Total

ANNEX "D"

LIST OF REPAIRABLES

NSN	Description	P/N
1560-21-AAP-5552	Panel Assy, Air Conditioning	82410150-005
1680-20-006-9141	Panel, Annunciator-Caution	80-0535-27-CF-00
1680-20-AOG-5725	Panel, Annunciator-Caution	80-0535-27-CF-01
1680-21-A09-3194	Panel, Annunciator-Caution	80-0535-27-CF-001
1680-01-602-1225	Control Panel, Aircraft FMS	3017-41-211
1680-21-901-2956	Control Assy, Landing Gear	535201-1
1680-21-899-7424	Actuator, Electrical-Mechanical, Linear	4012373-817
5821-01-248-2111	Receiver-Transmitter, VHF	064-1023-06
5821-01-248-2112	Receiver-Transmitter, HF	064-1015-51
5821-21-900-9132	Decoder Selcal	800-0012-005
5821-21-906-6524	Indicator, Select Calling	72350061-019
5826-01-339-2913	Control, Direction Finder	071-1210-17
5826-01-248-2073	Control, Direction Finder	071-1284-17
5826-01-248-2074	Control, Radio Beacon TACAN/VOR	071-1291-26
5895-01-339-2915	Control, Head Assy - VHF NAV	071-1216-26
5826-01-248-2075	Control, Radio Beacon	071-1283-26
5826-01-248-2114	Navigation Set, TACAN	066-1074-01
5826-01-396-7697	Receiver Assy, No. 1 & 2 VHF Nav	066-1078-04
5826-01-621-4784	Receiver Assy, No. 1 & 2 VHF Nav	066-1078-10
5826-01-497-8160	Indicator, Bearing VSI/TRA (TCAS)	066-9728-123
5831-01-251-9518	Amplifier, Audio Freq Passenger Address	5082-01-01
5835-01-283-3321	Control-Recorder Group Cockpit Voice	93A152-40
5841-01-483-1843	Altimeter Set, Electronic (Rad Alt)	7001840-918
5860-01-263-8942	Control Head, HF	071-1274-02
5895-01-249-7739	Receiver-Transmitter DME	066-1066-23
5895-01-251-9478	Remote Audio Unit	5400-1
5895-01-253-5768	Audio Control Unit	5401-1
5895-01-276-4233	Receiver Assy-No. 1 ADF	066-1077-00
5821-01-584-3649	Receiver Assy-No. 1 ADF	066-1077-01
5895-01-419-3191	Adapter, Bus HF	071-1268-01
5895-01-485-0550	Processor, Signal Data TCAS	822-1293-022
5895-01-497-7758	Transponder Set, Mode S ATC	622-9210-005
5895-01-498-5232	Control-Indicator, TCAS	622-9614-113
5895-01-498-5233	Control-Indicator, Mode S ATC	622-6523-205
5985-01-287-3742	Antenna, No. 1 ADF	071-1234-00
5985-01-456-0070	Antenna - Directional, TCAS	622-8973-001
5998-21-906-8142	Backplane Assy - Motherboard Nav Interface	83404020-003
5998-21-906-8144	Electronic Components Assy-NIM Plug Assy	83404003-005
5998-21-906-8145	Electronic Components Assy-NIM Plug Assy	83404004-009
5998-21-906-8146	Electronic Components Assy-NIM Plug HF	83404002-005
5999-01-249-6429	Control Head, VHF	071-1282-45
6115-01-545-2413	Symbol Generator, Pulse	7004544-314
6130-01-518-8920	Power Supply, NTS	9036-01

6340-01-101-1888	Computer, GPWS	965-0476-088
6350-01-227-4405	Alarm, Smoke, Automatic	30-231-3
6350-01-336-4275	Annunciator, IRS	CG1042AB03
	Transmitter, Induction Compass, Flux	
6605-21-900-7556	Valve	7010133
6610-01-296-4462	Computer, Air Data	7000700-975
6610-01-308-0239	Altimeter - Barometric BA141	4016341-905
6610-01-378-8422	Flight Data Acquisition Unit - FDR	2228150-1-A
6610-21-900-7540	Controller Assembly - EFIS	7005819-701
6615-01-121-4619	Controller Assembly, Remote - EFIS	4026206-915
6615-01-286-6829	Servomotor, Automatic Pilot Trim	7003032-612
6615-01-509-3110	Servomotor, Automatic Pilot Trim	7002260-722
6615-01-337-2864	Inertial Reference Unit	HG1095AC02
6615-01-487-6257	Flight Guidance Computer	7003974-730
6615-01-509-3109	Actuator Servo - Autopilot system	7002260-723
6615-21-900-5256	Electronic Display - EADI & EHSI	7003110-901
6615-21-900-7546	Controller-Altitude Preselect	7004577-903
6615-21-900-7547	Panel, AFCS Control	7003975-901
6615-21-900-7548	Controller, AHRS AC 801	7004545-901
6615-21-900-7549	Indicator-Radio Magnetic	D3137L-B2-1C
5826-01-273-2082	Indicator-Radio Magnetic	520-3137-317
1680-20-T00-3683	Indicator-Radio Magnetic	3137LB3-1C
5826-01-259-9974	Indicator-Radio Magnetic	066-3038-02
6615-21-900-7551	Panel, Advisory - ID802	7003652-611
6615-21-903-6278	Interface Unit, Automatic Flight Control	83401002-019
		83401002-023
6685-21-901-0263	Controller-Temperature, Air Conditioning	754890-2
6685-21-902-4836	Indicator, Fuel Temperature	522945
		5348-200-80-10
7021-01-269-3243	Flight Guidance Computer	7003360-941
7021-21-921-7405	Single Board Computer	VP74221-PDAC
7021-20-007-2405	Single Board Computer	VP74221-PDBC
1680-01-602-1230	Data Transfer Unit	1408-00-1
1680-01-602-1225	Display Unit	3017-41-211
7050-01-490-5228	Analog to Digital Converter	1500-01-13
1560-20-A0H-9018	Temperature Controller	82410150-019
5821-21-906-6524	Sel Cal Controller	72350061-019
5935-21-AAP-5636	IRS Switching Panel	83445006-001
6610-01-501-0114	Recorder, Flight Data	2100-1020-00
6610-01-499-0741	Recorder, Sound	2100-4043-00
6115-21-900-6099	Generator, alternating current	28B262-77A

NOTE: This list may not incorporate all components that the Offeror would be responsible for under this Standing Offer. With the concurrence of the successful Offeror, this list is subject to amendment by the Technical Authority under the guidance of the Standing Offer Authority.

ANNEX E

BID EVALUATION CRITERIA – TECHNICAL

Sub Factor List

CRITERIA:	MANDATORY CRITERIA	
M.1	Approved Maintenance Organization	
M.2	Transport Canada approved Design Approval Organization (DAO)	
M.3	TAM Compliance and TAA Accreditation/Recognition	
M.4	Technical/Performance Requirements of TSOW	
M.5	Availability of Approved Data	
M.6	Point Rated Criteria - Minimum Score on Each Factor	
M.7	Point Rated Criteria - Minimum Score on all Factors Combined	
FACTOR 1:	QUALIFICATIONS AND EXPERIENCE	
F.1.1	Workforce Qualifications and Experience (Skilled R&O Labour)	40
F.1.2	Past Experience	40
F.1.3	Average Turn-Around-Time (TAT) for ANNEX "D" List of Repairables	20
F.1.4	Urgent Requirements (Handling of Minimum TAT)	20
	TOTAL POINTS – FACTOR 1	120
FACTOR 2:	LOGISTICS AND ADMINISTRATION	
F.2.1	Purchasing Procedures	5
F.2.2	Sub Contracting Procedures	15
F.2.3	Points of Contact	10
F.2.4	Reports	5
	TOTAL POINTS – FACTOR 2	35
FACTOR 3:	QUALITY SYSTEM	
F.3.1	Quality System	20
	TOTAL POINTS – FACTOR 3	20
FACTOR 4:	ENGINEERING SUPPORT	
F.4.1	Engineering Staff Qualifications and Experience	20
F.4.2	Engineering Study, Technical Investigation, and Data Approval	20
	TOTAL POINTS – FACTOR 4	40
	TOTAL POINTS – ALL FACTORS	215

CRITERIA: MANDATORY CRITERIA

M.1 Approved Maintenance Organization

The Offeror must be a Transport Canada (TC) approved maintenance organization or an approved organization, which is acceptable to TC (e.g. FAA or JAA approved), as per para 2.1 of the Technical Statement of Work (TSOW).

The Offeror must provide copies of the appropriate certificates meeting Transport Canada standards indicating the approved status required above.

M.2 Transport Canada approved Design Approval Organization (DAO)

The Offeror must be a Transport Canada approved Design Approval Organization (DAO).

The Offeror must provide copies of the appropriate documentation and/or certification demonstrating compliance with this mandatory requirement.

M.3 TAM Compliance and TAA Accreditation/Recognition

The Offeror must comply with all articles regarding Airworthiness Requirements, as per para 5 of the Technical Statement of Work (TSOW). To demonstrate compliance with all articles, the Offeror must submit a written commitment to obtain full TAM and full TAA accreditation.

The applicable information above must be submitted with your proposal.

M.4 Technical/Performance Requirements of the Technical Statement of Work

The Offeror must meet all of the mandatory technical and performance requirements as specified in the Technical Statement of Work (TSOW). The proposal must clearly demonstrate its full compliance with all the paragraphs of the TSOW.

Each portion of the Offeror's proposal must cross-refer to the appropriate paragraphs of the TSOW. The Offeror must submit, with their proposal, a compliance cross-reference matrix that addresses EACH PARAGRAPH. Alternatively, the Offeror may submit an equivalent letter, addressing 100% compliance with all of the paragraphs of the TSOW.

Matrix headings should include: TSOW Paragraph #, and Proposal Paragraph #

Example:

TSOW Para #	Proposal Para #	Compliant
2.1	(Offeror's para)	Yes

The Offeror must provide sufficient information to clearly demonstrate compliance with any of the mandatory requirements addressed in the TSOW.

M.5 Availability of Approved Data

The Offeror must possess the maintenance manuals specified in the technical statement of work and other approved data which will include the latest amendment of the manufacturer's maintenance and overhaul manuals, service bulletins, service letters and approved repair dispositions required in order to carry out the work associated with this contract as per para 3.2 of the TSOW. The Offeror must provide a list of the maintenance manuals and all such data which is in the Offeror's possession and which is to be used in the satisfaction of the requirements of this contract.

The Offeror must provide a list of the appropriate documentation with their proposal.

M.6 Point Rated Criteria - Minimum Score on Each Factor

The minimum score on each Factor must be 60%. **Failure to reach a minimum of 60% in each Factor will result in your proposal being deemed non-responsive and therefore it will be given no further consideration in the evaluation process.**

M.7 Point Rated Criteria - Minimum Score on all Factors Combined

The minimum score on all factors combined is 70%. **Failure to reach a minimum of 70% in ALL factors combined will result in your proposal being deemed non-responsive and therefore it will be given no further consideration in the evaluation process.**

Total possible score for all Factors combined:	215 points
Minimum pass mark for all Factors:	150.5 points

Scored Elements

FACTOR 1: QUALIFICATIONS AND EXPERIENCE

Min Score per M.7: 72/120

F.1.1 Workforce Qualifications and Experience (Skilled R&O Labour)

40

The Offeror must provide a list qualifications and the "average" level of experience for personnel employed in each job dedicated to the repair and overhaul of CT142 Dash 8 Aircraft Specialized Avionics Components. Experience shall be provided in years (1) employed by the Contractor and (2) employed in the repair and overhaul of aerospace components.

For the purpose of assessing this factor the evaluation board will award points based on the provision of a detailed list of the experience and qualifications of the Contractor's skilled employees. Note that this factor will be evaluated by the total level of experience and qualifications of personnel utilized in order to complete the requirements of the TSOW.

- 40** The Offeror provides the complete qualifications and experience levels of each of the personnel involved in fulfilling the requirements of the TSOW. Personnel qualifications and experience levels are acceptable.
- 25** The Offeror provides the qualifications and experience levels of a majority of the personnel involved in fulfilling the requirements of the TSOW. Personnel qualifications and experience levels are acceptable.
- 15** The Offeror provides the qualifications and experience levels of only the supervisory level personnel involved in fulfilling the requirements of the TSOW.
- 0** The Offeror does not provide qualifications and experience levels of any of the personnel involved in fulfilling the requirements of the TSOW or Personnel qualifications and experience levels are not acceptable.

F.1.2 Past Experience

40

The Offeror must detail the extent of its previous experience with respect to the repair and overhaul of Annex "D" – List of Repairables. The number of occasions per year, broken down by work scope (e.g. inspections, component repairs/overhauls and modifications), must be included.

For the purpose of assessing this factor the evaluation board will award points based on the experience of repair and overhaul of units from Annex "D" and the number of arisings.

- 40** The Offeror has demonstrated repair and overhaul work has been carried out, within the past 5 years, on 90% of the components listed in Annex D - List of Repairables and has provided a list including the number of arisings per unit per year broken down by workscope.
- 30** The Offeror has demonstrated repair and overhaul work has been carried out, within the past 5 years, on 70% of the components listed in Annex D - List of Repairables and has provided a list including the number of arisings per unit per year broken down by workscope.
- 15** The Offeror has demonstrated repair and overhaul work has been carried out, within the past 5 years, on 50% of the components listed in Annex D - List of

Repairables and has provided a list including the number of arisings per unit per year broken down by workscope.

- 5 The Offeror has demonstrated repair and overhaul work has been carried out, within the past 5 years, on 40% of the components listed in Annex C - List of Repairables and has provided a list including the number of arisings per unit per year broken down by workscope.
- 0 The experience level of the Offeror does not meet requirements in any of the categories listed above, or the Offeror failed to provide requested documentation.

F.1.3 Average Turn-Around-Time (TAT) for ANNEX “D” List of Repairables 20

Based on past experience, provide average TAT for repair and overhaul of the items in ANNEX D. Include number of occasions per year broken down by work scope (e.g. inspections, component repairs/ overhauls and modifications) for the last 2 years. Turn-Around-Time must be defined as the period when: the component arrives at the Offeror's facility; to the time it leaves the Offeror's facility, en-route to the Consignee.

- 20 Average TAT is less than 35 calendar days
- 15 Average TAT is between 36 and 40 calendar days
- 5 Average TAT is between 41 and 44 calendar days
- 0 Average TAT 45 calendar days or more

F.1.4 Urgent Requirements (Handling of Minimum TAT) 20

The Offeror must submit the following for Assessment:

- 1 Its procedure for meeting urgent requirements and the cost implications of implementing such plans.
- 1 Details of its strategy for skilled technicians and signing authorities to be available during non-regular working hours.
- 1 Details of its strategy to ensure spare parts attainability.
- 2 Give four examples of proof of its average TAT for Urgent Requirements from any four items on ANNEX D, through copies of actual shipping documentation. This proof must be from within the last two years.

The remainder 15 points will be awarded for the proof of TAT as follows:

- 15 For an urgent TAT of 5 calendar days or less
- 10 For an urgent TAT greater than 5 calendar days but less than 15 calendar days
- 5 For an urgent TAT greater than 15 calendar days and up to but not greater than 30 calendar days
- 0 For an urgent TAT greater than 30 calendar days

FACTOR 2: LOGISTICS AND ADMINISTRATION

Min Score per M.7: 21/35

F.2.1 Purchasing Procedures

5

The Offeror must identify their procedures to ensure that all goods and services procured meet the airworthiness requirements of this contract (i.e. TC requirements). The report must include all procedures related to: receipt, inspection, warehousing, and final issue of a part to a technician; any standardized clauses on purchase orders; and whether or not purchasing is limited to select vendors.

The Evaluation Board will assess and award points, based on an assessment of the procedures and sample clauses provided. The Offeror's controls must be adequate enough to prevent introduction of unapproved parts.

- 5** The Offeror provides procedures identifying how the Offeror's controls are adequate to ensure goods and services procured meet the airworthiness requirements of this contract.
- 0** The Offeror does not provide procedures identifying how the Offeror's controls are adequate to ensure goods and services procured meet the airworthiness requirements of this contract.

F.2.2 Sub Contracting Procedures

15

Describe what minimum criteria subcontractors must meet in order carry out work on behalf of the Contractor, including quality system requirements, TC certifications, warranty considerations, etc.

- 15** The Offeror clearly states that Subcontractors will not be utilized in the performance of work associated with this contract.
- 10** Subcontractors will be utilized and the Offeror provides detailed procedures deemed to be satisfactory in the performance of work associated with this contract.
- 0** Subcontractors will be utilized but the Offeror does not provide detailed procedures or the procedures are deemed to be unsatisfactory in the performance of work associated with this contract.

F.2.3 Points of Contact

10

The Offeror must provide a list of persons to contact for the resolution of (1) technical, (2) logistics, and (3) administrative issues. A single individual identified as the customer or account representative who has the authority to resolve such issues is preferred. A brief description of each individual's responsibilities shall be included. Where a customer or account representative will be determined after contract award, the Offeror may provide the job description and indicate the representative's position within the Offeror's organization (e.g. through the use of an organization chart) in lieu of providing the name of an individual or a list of persons.

- 10** The Offeror provides a single point of contact for all technical, logistic and administrative issues - this individual is responsible for all issues concerning the contract and is considered to be a customer or account representative. Also a brief description of the individual's responsibilities is included within the proposal.
- 8** The Offeror provides a list of key personnel complete with telephone and fax numbers and brief description of responsibility for the following key areas: (1) technical, (2) logistics and (3) administrative issues.
- 2** The Offeror provides a list of key personnel complete with telephone and fax numbers, but no description of their responsibility.
- 0** The Offeror does not provide a list.

F.2.4 Reports

5

The Offeror must list and provide sample copies of the reports that are ordinarily provided to its customers - and those which will be provided to DND. Include, but do not limit to, the submissions of estimates, invoices, work orders, program status reports, and performance reports.

- 5** The Offeror provides detailed program status and performance reports, in addition to invoices and other working documents (where the content of such reports is considered to be satisfactory for monitoring turn-around-times, cost, and work carried out).
- 3** The Offeror provides working documents that are considered only sufficiently detailed enough to satisfactorily monitor cost and work carried out.
- 0** The Offeror provides working documents that are not sufficiently detailed enough to satisfactorily monitor cost and work carried out.

FACTOR 3: QUALITY SYSTEM

Min Score per M.7: 12/20

F.3.1 Quality System – ISO 9001/2008

20

The Offeror must be ISO 9001-2008 certified or, have an equivalent Quality Management System deemed acceptable to the Director Quality Assurance. Although ISO 9001 certification is desirable it is not considered essential.

If the Offeror is ISO 9001-2008 certified then the submission of a copy of the quality manual is not necessary, provided that a copy of the certificate is included in the response.

If the Offeror is not ISO 9001-2008 certified they must demonstrate, to the satisfaction of the Director Quality Assurance, compliance with ISO 9001-2008 elements (requirements). The Offeror shall provide information regarding the quality system being used at the Offeror's facility applicable to this solicitation. The information provided shall include brief statements regarding the origin of the quality system (including any standards which were utilized in the development of the system), scope of the quality system, responsibility of key individuals within the organization with respect to the quality system and method of audit (include both internal and external audits) and an uncontrolled copy of the organization's quality manual (electronic format preferred). External audits should include both regulatory and non-regulatory organizations auditing the Offeror's quality management system.

NOTE: For the purpose of this evaluation, an external audit is considered to be one conducted by: an entity other than the Offeror's regulatory agency (e.g. TC or FAA*); or an entity within the Offeror's corporate structure.

*An Airworthiness regulatory agency that is acceptable to TC and DND.

20 The Offeror is ISO 9001-2008 certified. (provision of certificate)

The following points will be assessed if the Offeror's Quality Management System is not ISO 9001-2008 certified.

15 The Offeror's Quality Management System is ISO 9001-2008 compliant, to the satisfaction of the Director Quality Assurance.

2 The Offeror has a 12 month Internal Audit schedule and the audit schedule is being met. (There are no missed or delayed audits in the past 12 months).

1 The Offeror's Corrective Preventive Actions registers status indicates that timelines for action/implementations are being met.

1 The Offeror's Internal/External Observations registers status indicate the timelines for action/implementation are being met.

1 The Offeror has had external audits carried out in the past 2 years.
List agencies and dates of audits:
a.
b.
c.
d.
e.

- 0 The Offeror does not provide sufficient and/or acceptable documentation to demonstrate: compliance/certification with ISO 9001-2008 (or DQA equivalent).

FACTOR 4: ENGINEERING SUPPORT
M.7: 24/40

Min Score per

F.4.1 Engineering Staff Qualifications and Experience

20

The Offeror must provide a list of any and all individuals who may be assigned engineering tasks to conduct a technical investigation or engineering study in accordance with Para 2.2 of the TSOW. The individuals' job descriptions as well as brief summaries of their qualifications and a listing of their experience must be submitted. Include details of 2 major projects each individual was involved in within the last 5 years and what their roll and duties were within the project. In the event any tasks associated with the provision of engineering support must be subcontracted or otherwise referred to an outside agency, the Offeror shall identify the agency and provide the following information: (1) tasks which are expected to be referred to the agency (2) qualifications and experience of the agency and the individuals who may be assigned the tasks and (3) copies of the appropriate certificates which are required to meet the requirements of sub-factor F.4.2.

The evaluation board will award points based on an examination of the job descriptions and an assessment of each individual's qualifications and experience in order to ensure that sufficient expertise is available in the event engineering tasks are called up against the contract. Information provided regarding any outside agency to which the Offeror may refer engineering tasks will be similarly assessed. The tasks, which the Offeror expects to refer to outside agencies, must be clearly stated.

- 20 The Offeror states that subcontractors will not be utilized and clearly identifies sufficient fully qualified and experienced individuals assigned engineering tasks to conduct a technical investigation or engineering study. Copies of appropriate certificates are provided.
- 12 The Offeror states that subcontractors will be utilized and identifies fully qualified and experienced individuals assigned engineering tasks to conduct a technical investigation or engineering study. Copies of appropriate certificates are provided.
- 0 The Offeror does not identify fully qualified and experienced individuals assigned engineering tasks to conduct a technical investigation or engineering study or does not provide copies of appropriate certificates.

F.4.2 Engineering Study Experience and Data Approval

20

The Offeror must provide a summary of three technical investigations or engineering studies completed within the last 5 years within the Offeror's organization, or technical investigations or engineering studies which were headed up by a current engineering employee of the Offeror. The Offeror must identify the method by which the results of a technical investigation or engineering study are to be reviewed and approved. The Contractor shall provide copies of the appropriate certificates which indicate that the Contractor or the individuals identified in sub-factor F.4.1 are authorized to produce approved data which is acceptable to TC.

The Contractor must demonstrate the capability to carry out technical investigations and engineering studies and have appropriate procedures in place for the review and approval of such data.

- 20** The Contractor fully demonstrates the capability to carry out technical investigations and engineering studies and identifies the method in place for the review and approval of such data. Copies of appropriate certificates have been provided.
- 12** The Contractor demonstrates the capability to carry out technical investigations and engineering studies utilizing subcontractors and identifies the method in place for the review and approval of such data. Copies of appropriate certificates have been provided.
- 0** The Contractor does not demonstrate the capability to carry out technical investigations and engineering studies or identifies the method in place for the review and approval of such data or copies of appropriate certificates have not been provided.

ANNEX F

INSURANCE REQUIREMENTS

ALL RISK PROPERTY INSURANCE

The Contractor must obtain All Risks Property insurance while the Government Property is under its care, custody or control, and maintain it in force throughout the duration of the Contract, in an amount of not less than **\$1,000,000** CAD. The Government's Property must be insured on Replacement Cost (new) Basis.

1. Administration of Claims: The Contractor must notify Canada promptly about any losses or damages to Government Property and monitor, investigate and document losses of or damage to ensure that claims are properly made and paid.
2. The All Risks Property insurance policy must include the following:
 - (a) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority at least thirty (30) days written notice of policy cancellation.
 - (b) Loss Payee: Canada as its interest may appear or as it may direct.
 - (c) Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by The Department of National Defence and Public Works and Government Services Canada for any and all loss of or damage to the property however caused.

AVIATION LIABILITY INSURANCE

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than **\$5,000,000** per accident or occurrence and in the annual aggregate.
2. The Aviation Liability policy must include the following:
 - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
 - (b) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - (c) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - (d) Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.

- (e) Employees and, where applicable, Volunteers must be included as Additional Insured.
- (f) Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
- (g) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (h) Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation (WSIB) or similar program).
- (i) Hangarkeeper's Liability: To cover loss of and/or damage to aircraft on the ground in the care, custody or control of the Contractor.
- (j) Products and Completed Operations: To cover liability arising from the sale and service of aviation products, assembly and repair activities, in connection with the Work performed by or on behalf of the Contractor.

ANNEX G

STANDING OFFER USAGE REPORTING FORM

As a requirement of this Standing Offer, a Usage Report shall be submitted on a quarterly basis. The Offeror understands that it is their responsibility to implement a system for tracking call-ups against this standing offer in order to provide usage reports and ensure that the financial limitation is not exceeded. Failure to comply may result in the setting aside of the Standing offer.

Quarterly Usage Report Schedule:

Period of:	Report Due no later than:
April 01 to June 30	July 15
July 01 to September 31	October 15
October 01 to December 31	January 15
January 01 to March 31	April 15

Each Usage Report is to be comprised of:

a) Completed Call-ups:

The Offeror hereby offers to provide information on completed Call-ups as per the format below:

Supplier Name:		Contact Name / Number:	
Standing Offer Number:		Period Covered:	

Department	Call-up Number	Dollar Value (GST Included)
(A) Total Dollar Value Call-ups for this reporting period:		
(B) Accumulated Call-up totals to date:		
(A+B) Total Accumulated Call-ups		