

**STATEMENT OF WORK  
FOR THE  
LIGHTWEIGHT PROTECTIVE RESPIRATORS**

**1.0 SCOPE**

**1.1 Purpose**

The purpose of this statement of work is to describe the requirements that apply to the Standing Offer for provision of Lightweight Protective Respirators to the Department of National Defence (DND).

**1.2 Applicable Documents**

The following documents form part of this statement of work and are supportive of this statement of work when referenced; any other documents are to be considered supplemental information only. In the event of a conflict between the documents and the contents of this statement of work, then the contents of this statement of work takes precedence.

- MILHDBK-61A Configuration Management Guidance (available upon request)

**1.3 Acronyms**

DND	Department of National Defense
ISO	International Standards Organization
MRSPL	Manufacturer's Recommended Spare Parts List
TA	Technical Authority

**2.0 DELIVERABLES**

The Offeror must deliver:

- (a) The following equipment as detailed in the individual call-ups against the Standing Offer:
  - i. Lightweight Protective Respirators in accordance with the Operational Performance and Technical Requirements at Annex B in manufacturer's standard sizes (quantity by size to be specified at time of order), each including:
    - a. Quantity two (2) spare filters;
    - b. Quantity one (1) spare harness set; and
    - c. Quantity one (1) operator manual in hard copy, in English, that includes fit, use and user maintenance of the respirator;
  - ii. Filters; and
  - iii. Harnesses;
- (b) Training in accordance with Section 2.2; and
- (c) Maintenance Manual in accordance with Section 2.3.

**2.1 Forecasted Demand**

The estimated forecasted demand is as follows:

Item	Description	Year 1	Year 2	Year 3	Option Year 1	Option Year 2	Option Year 3
1	Lightweight Protective Respirator	1200	180	180	180	180	180
2	Filters	12000	2400	2400	2400	2400	2400

3	Harnesses	100	10	10	10	10	10
4	Training Serials	3	1	1	1	1	1

## 2.2 Training

The Offeror must provide initial cadre training (Train-the-Trainer) as well as periodic training at DND's discretion, in English, as follows:

- (a) A one (1) day, eight (8) hour per day (maximum) Operator/Maintenance Course that covers the following (as a minimum) for the Lightweight Protective Respirator:
  - i. A physical and functional description of the Lightweight Protective Respirator;
  - ii. Preparations and usage instructions including estimated life of filters and consumable components (e.g., valves), and replacement of these items;
  - iii. Instructions on care, cleaning and routine maintenance;
  - iv. Safety warnings and emergency procedures;
  - v. Storage instructions;
  - vi. Procedures, parts and special tools required to conduct repairs including fault-finding procedures;
  - vii. Hands-on repair and replacement of all user-replaceable components; and
  - viii. Hands-on training including replacement of all components;
- (b) Training Courses as follows:
  - i. Training for up to twenty (20) DND personnel;
  - ii. Location of training to be at Offeror designated facility or a DND location within Canada, to be confirmed with the TA at a mutually agreeable time; and
  - iii. For each course, each candidate is to be provided with a copy of the respective training course and manuals (as required) in both hard copy and in electronic format (MS Word, MS PowerPoint or PDF).

## 2.3 Maintenance Manual

The Offeror must provide one (1) hard copy and one (1) electronic copy (MS Word or PDF) of the Maintenance Manual to the DND TA, in English, to include (as a minimum):

- (a) A detailed description and illustrated parts list in a top-down breakdown format including the description, the manufacturer's part numbers, the source of supply and the NATO Stock Number (NSN) if available for all components;
- (b) List of replaceable components (including part numbers where applicable); and
- (c) The procedures and parts necessary to conduct repairs of the respirator that will return it to useable status.

## 2.4 Standing Offer Kickoff Meeting

The Offeror must hold a Standing Offer kickoff meeting at its production facility or by teleconference, as arranged with the Procurement Authority, within four to six (4-6) weeks of Standing Offer award. This meeting will be used to introduce the DND project team and to discuss production timelines, QA processes, and delivery options and locations. The Offeror is responsible for the recording and distribution of the minutes for the Kickoff Meeting. The minutes must be distributed to all participants within ten (10) calendar days of the meeting. The minutes must be used only as a record of proceedings.

DND will be responsible for all travel and associated costs for DND personnel attending the meeting. The kickoff meeting may be waived at DND's discretion.

### 3.0 **REQUIREMENTS**

#### 3.1 Quality Assurance

The Offeror must:

- (a) Establish, implement, document and maintain a quality system that ensures conformance to contractual requirements and meets the objectives of the ISO 9001 or equivalent quality system model during performance of this Standing Offer; and
- (a) Conduct Quality Conformance inspections and tests during manufacture in accordance with the Offeror's standard acceptance test plan. Details of the test plan, and documentation of all inspections/tests, are to be provided to DND upon request. DND reserves the right to send a representative(s) to witness production acceptance testing for all systems. DND will provide a minimum of two (2) weeks' notice of a Quality Assurance visit;
- (b) Make available (upon request) for DND's review, all previous and current test results concerning the performance, reliability, maintainability, availability, environmental conditions and safety of the Lightweight Protective Respirator; and
- (c) Provide notice of safety recalls to the DND Technical Authority throughout the period of the Standing Offer.

#### 3.2 Configuration Control

The Offeror must have an established, DND verifiable, Configuration Management (CM) Program with control systems in place in accordance with MIL-HDBK-61A, and must provide configuration identification, control and status accounting of all new and/or modified hardware and documentation. All Lightweight Protective Respirators delivered must have the same product baseline and support interchangeability/interoperability of parts.

#### 3.3 Warranty

The Contractor must provide warranty on the Lightweight Protective Respirator against manufacturer defects for twelve (12) months following delivery of the unit (initial and optional procurements), including parts and labour, at no additional cost to DND. During the warranty period, the Contractor must provide a new asset if a failed Lightweight Protective Respirator (or component thereof) cannot be repaired and returned to DND. The Contractor must perform warranty repair on the Lightweight Protective Respirator to equal or better than original performance parameters.

#### 3.4 Technical Support

The Offeror must provide technical support by phone/email during regular business hours during the warranty period. All requests for technical support must be responded to within 24 hours. This initial response (within 24 hours) must acknowledge and log the DND request and conduct a preliminary scan of the reported problem. The actual rectification of the problem will be arranged between the DND representative and the Offeror.