



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

Bid Receiving/Réception des soumissions

Email / courriel : E_Pacific_Bids@rcmp-
grc.gc.ca
Attention: Amy Wang

**REQUEST FOR
PROPOSAL**

**DEMANDE DE
PROPOSITION**

Proposal to: Royal Canadian Mounted Police

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

Proposition aux : Gendarmerie royale du Canada

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

Comments: - Commentaires :

THIS DOCUMENT DOES NOT CONTAIN A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT NE COMPORTE PAS UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

| | | |
|---|---|---|
| Title – Sujet Supply of Canine (K9) Kennel Inserts for Model Year 2021+ Suburban | | Date 2023-05-24 |
| Solicitation No. – N° de l'invitation M2989-2-0148 | | |
| Client Reference No. - No. De Référence du Client 202400056 | | |
| Solicitation Closes – L'invitation prend fin | | |
| At / à : | 1400 | PDT (Pacific Daylight Time) HAP (heure avancée du Pacifique) |
| On / le : | 2023-06-23 | |
| Delivery - Livraison See herein — Voir aux présentes | Taxes - Taxes See herein — Voir aux présentes | Duty – Droits See herein — Voir aux présentes |
| Destination of Goods and Services – Destinations des biens et services See herein — Voir aux présentes | | |
| Instructions See herein — Voir aux présentes | | |
| Address Inquiries to – Adresser toute demande de renseignements à : E_Pacific_Bids@rcmp-grc.gc.ca | | |
| Telephone No. – No. de telephone 236-330-3559 | | |
| Delivery Required – Livraison exigée See herein — Voir aux présentes | Delivery Offered – Livraison proposée | |
| Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur : | | |
| Telephone No. – No. de téléphone | Facsimile No. – No. 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 | |



TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

- 1.1. Security Requirement
- 1.2. Statement of Requirement
- 1.3. Debriefings
- 1.4. Recourse Mechanisms

PART 2 - BIDDER INSTRUCTIONS

- 2.1. Standard Instructions, Clauses and Conditions
- 2.2. Submission of Bids
- 2.3. Enquiries - Bid Solicitation
- 2.4. Applicable Laws
- 2.5. Promotion of Direct Deposit Initiative
- 2.6. Volumetric Data

PART 3 - BID PREPARATION INSTRUCTIONS

- 3.1. Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

- 4.1. Evaluation Procedures
- 4.2. Basis of Selection

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

- 5.1. Certifications Precedent to Contract Award and Additional Information
- 5.2. Certifications Required with the Bid
Attachment A to Part 5: Certificate of Independent Bid Determination

PART 6 - RESULTING CONTRACT CLAUSES

- 6.1. Security Requirement
- 6.2. Statement of Requirement
- 6.3. Standard Clauses and Conditions
- 6.4. Term of Contract
- 6.5. Authorities
- 6.6. Payment
- 6.7. Invoicing Instructions
- 6.8. Certifications and Additional Information
- 6.9. Applicable Laws
- 6.10. Priority of Documents
- 6.11. Procurement Ombudsman
- 6.12. Insurance
- 6.13. SACC Manual Clauses



List of Annexes:

- | | |
|----------------|--------------------------|
| Annex A | Statement of Requirement |
| Annex B | Basis of Payment |



PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security requirement associated with the requirement.

1.2 Statement of Requirement

The requirement is detailed under Article 6.2 of the resulting contract clauses.

1.3 Debriefings

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

1.4. Recourse Mechanisms

If you have any concerns relating to the procurement process, please refer to the [Recourse Mechanisms](#) page on the Buyandsell.gc.ca website. Please note that there are strict deadlines for filing complaints with the Canadian International Trade Tribunal (CITT) or the [Office of the Procurement Ombudsman \(OPO\)](#).

<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/bid-follow-up/bid-challenge-and-recourse-mechanisms>

<http://opo-boa.gc.ca/plaintesurvol-complaintoverview-eng.html>

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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

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



Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 90 days

2.1.1 Equivalent Products

2.1.1.1 Products that are equivalent in form, fit, function and quality to the item(s) specified in the bid solicitation will be considered where the Bidder:

- a. designates the brand name, model and/or part number of the substitute product;
- b. states that the substitute product is fully interchangeable with the item specified;
- c. provides complete specifications and descriptive literature for each substitute product;
- d. provides compliance statements that include technical specifics showing the substitute product meets all mandatory performance criteria that are specified in the bid solicitation; and
- e. clearly identifies those areas in the specifications and descriptive literature that support the substitute product's compliance with any mandatory performance criteria.

2.1.1.2 Products offered as equivalent in form, fit, function and quality will not be considered if:

- a. the bid fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
- b. the substitute product fails to meet or exceed the mandatory performance criteria specified in the bid solicitation for that item.

2.1.1.3 In conducting its evaluation of the bids, Canada may, but will have no obligation to, request bidders offering a substitute product to demonstrate, at the sole cost of bidders, that the substitute product is equivalent to the item specified in the bid solicitation.

2.2 Submission of Bids

Bids must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

NOTE: The RCMP has not been approved for bid submission by Canada Post Corporation (CPC) Connect service.

Bids transmitted by facsimile to RCMP will not be accepted.



2.2.1 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Requirement contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 5 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

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

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

2.5 Promotion of Direct Deposit Initiative

The following information is not related to the solicitation process:

An initiative within the Government of Canada called the Cheque Standardization Project has been established whereby eventually for all payments, cheque stubs will no longer be printed and, with few exceptions, will be processed via direct deposit. This option is only available when payment is made in Canadian dollars for deposit into a Canadian bank account. In an attempt to be proactive, RCMP Corporate Accounting is promoting the registration of RCMP suppliers for the upcoming change in the payment process.



If you are the successful Bidder on this or any other RCMP requirement, you are encouraged to register with the RCMP for direct deposit. Please contact RCMP Corporate Accounting by email to receive a form entitled *Recipient Electronic Payment Registration Request* along with instructions for completion of the form.

Should you have any questions regarding the Cheque Standardization Project or if you want to register, please contact the following email: corporate_accounting@rcmp-grc.gc.ca

2.6 Volumetric Data

The volumetric data (estimated quantity of optional goods) has been provided to Bidders to assist them in preparing their bids. The inclusion of this data in this bid solicitation does not represent a commitment by Canada that Canada's future usage of the service identified in this bid solicitation will be consistent with this data. It is provided purely for information purposes.



PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that the Bidder submit its complete **email** bid in separately saved and attached sections as follows:

Section I: Technical Bid (one soft copy in PDF format)

Section II: Financial Bid (one soft copy in PDF format)

Section III: Certifications (one soft copy in PDF format)

Important Note:

For bids transmitted by email, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:

- a. receipt of garbled or incomplete bid;
- b. delay in transmission or receipt of the bid to the Contracting Authority's email inbox (the date & time on the email received by the Contracting Authority is considered the date & time of receipt of the bid submission);
- c. availability or condition of the receiving equipment;
- d. incompatibility between the sending and receiving equipment;
- e. failure of the Bidder to properly identify the bid;
- f. illegibility of the bid; or
- g. security of bid data.

A bid transmitted electronically constitutes the formal bid of the Bidder and must be submitted in accordance with Section 05 of [2003](#) (2022-03-29) Standard Instructions - Goods or Services - Competitive Requirements.

The RCMP has restrictions on incoming e-mail messages. The maximum e-mail message size including all file attachments must not exceed 5MB. Zip files or links to bid documents will not be accepted. Incoming e-mail messages exceeding the maximum file size and/or containing zip file attachments will be blocked from entering the RCMP e-mail system. A bid transmitted by e-mail that gets blocked by the RCMP e-mail system will be considered not received. It is the responsibility of the Bidder to ensure receipt.

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

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:



- a) use a numbering system that corresponds to the bid solicitation.

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

1. Include all environmental certification(s) relevant to your organization (e.g. ISO 14001, Leadership in Energy and Environmental Design (LEED), Carbon Disclosure Project, etc.)
2. Include all environmental certification(s) or Environmental Product Declaration(s) (EPD) specific to your product/service (e.g. Forest Stewardship Council (FSC), ENERGYSTAR, etc.)
3. Unless otherwise noted, Bidders are encouraged to submit bids electronically. If hard copies are required, Bidders should:
 - a. use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
 - b. use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 [C3011T](#) (2013-11-06), Exchange Rate Fluctuation

3.1.2 Prices – Items

Bidders must submit firm prices for all items listed in Annex "B".

Section III: Certifications

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



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

In their proposals, bidders must demonstrate in writing they meet the following mandatory criteria. Failure to meet any of the mandatory criteria will render the bid non-compliant and it will be given no further consideration. Links to web pages are not accepted and will be assessed a “NOT MET” rating.

| NO. | MANDATORY CRITERIA | REFERENCE Where in Bidder's Proposal [Completed by Bidder] | ASSESSMENT- COMPLIANT? YES OR NO [Completed by RCMP Evaluator] |
|-----------|---|--|--|
| M1 | <p>The Bidder must demonstrate, by providing detailed design schematics/blueprints and photos of finished work, that they have experience in designing and manufacturing at least three custom kennels with similar specifications within the past five (5) years.</p> <p>The designs/photos must include the dimensions and specifications (i.e. materials used, customizations (if applicable).</p> | | |
| M2 | <p>The Bidder is able to supply and install an ACE K9 Heat Alarm Pro ACE-HA-2520 with ACE Fan Kit ACE HA-FKT-10-P and Metal Fan Guard HA-FWG 10” or equivalent.</p> <p>Model proposed _____</p> | | |



4.1.2 Financial Evaluation

Bidders must submit a Financial Bid in accordance with Annex "B" Basis of Payment.

SACC Manual Clause [A0222T](#) (2014-06-26), Evaluation of Price-Canadian/Foreign Bidders

4.2 Basis of Selection

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



PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Precedent to Contract Award and Additional Information

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

5.1.1 Integrity Provisions

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

- Declaration of Convicted Offences - Integrity Declaration Form (as applicable)
- Required Documentation (List of names for integrity verification form)

Please see the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaires-forms-eng.html) website for further details (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaires-forms-eng.html>).

5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) – Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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



5.1.3 Additional Certifications Precedent to Contract Award

5.1.3.1 Independent Bid Determination

The attached Certificate of Independent Bid Determination (attached Attachment A) has been developed by the federal Competition Bureau for use by the Contracting Authority when calling for bids, tenders or quotations. The intention of this documentation is to deter bid-rigging by requiring Bidders to disclose, to the Contracting Authority, all material facts about any communications and arrangements which the Bidder has entered into with competitors regarding the call for tenders.

5.2 Certifications Required with the Bid

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



**Attachment A to PART 5
CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid or tender (hereinafter "bid") to:

(Corporate Name of Recipient of this Submission)

for: _____

(Name and Number of Bid and Project)

in response to the call or request (hereinafter "call") for bids made by:

(Name of Tendering Authority)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:
(Corporate Name of Bidder or Tenderer [hereinafter "Bidder"])

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the Bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the Bidder;
4. each person whose signature appears on the accompanying bid has been authorized by the Bidder to determine the terms of, and to sign, the bid, on behalf of the Bidder;
5. for the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the Bidder, whether or not affiliated with the Bidder, who:
 - a. has been requested to submit a bid in response to this call for bids;
 - b. could potentially submit a bid in response to this call for bids, based on their qualifications, abilities or experience;
6. the Bidder discloses that (check one of the following, as applicable):
 - a. the Bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with, any competitor;



- b. the Bidder has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this call for bids, and the Bidder discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;
7. in particular, without limiting the generality of paragraphs (6)(a) or (6)(b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- a. prices;
 - b. methods, factors or formulas used to calculate prices;
 - c. the intention or decision to submit, or not to submit, a bid; or
 - d. the submission of a bid which does not meet the specifications of the call for bids;
- except as specifically disclosed pursuant to paragraph (6)(b) above;
8. in addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the products or services to which this call for bids relates, except as specifically authorized by the Tendering Authority or as specifically disclosed pursuant to paragraph (6)(b) above;
9. the terms of the accompanying bid have not been, and will not be, knowingly disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening, or of the awarding of the contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph (6)(b) above.

(Printed Name and Signature of Authorized Agent of Bidder)

(Position Title)

(Date)



PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Statement of Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

6.2.1 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

Delivery of optional goods within **12 weeks** of exercising an option.

6.3 Standard Clauses and Conditions

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

Revision to Departmental Name: As this contract is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

6.3.1 General Conditions

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



6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to 2026-03-31 inclusive.

6.4.2 Delivery Date

Firm Quantity: All the deliverables must be received on or before 2023-08-31.

Optional quantities: must be delivered within 12 weeks of order.

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex A of the Contract.

6.4.4 Shipping Instructions – Free on Board Destination and Delivered Duty Paid

Goods must be consigned and delivered to the destination specified in the contract: Incoterms 2000 "DDP Delivered Duty Paid" specified Delivery Point.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Amy Wang
Title: Team Lead, Procurement, Contract & Material Management
Directorate: Royal Canadian Mounted Police- Procurement and Contracting Unit
Address: 14200 Green Timbers Way, Surrey, BC V3T 6P3
Telephone: 236-330-3559
E-mail address: amy.wang@rcmp-grc.gc.ca

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

6.5.2 Project Authority *(to be inserted at contract award)*

The Project Authority for the Contract is:

Name: _____
Title: _____
Directorate: Royal Canadian Mounted Police
Directorate: _____



Address: _____

Telephone: ____ _

E-mail address: _____

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

6.5.3 Contractor's Representative *(to be inserted at contract award)*

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ _

Facsimile: ____ _

E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price, as specified in Annex "B" for a cost of \$ _____. Customs duties are included, and Applicable Taxes are extra.

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

6.6.2 Method of Payment – Multiple Payments

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

6.7 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission"



of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

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.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws

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

6.10 Priority of Documents

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

- a. the Articles of Agreement;
- b. the general conditions [2010A](#) (2022-12-01), General Conditions - Goods (Medium Complexity);
- c. Annex A, Statement of Requirement;
- d. Annex B, Basis of Payment;
- e. the Contractor's bid dated _____ (*insert date of bid*)

6.11 Procurement Ombudsman

6.11.1 Dispute Resolution

The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 25 working days after the dispute was initially raised to the other party in writing, either Party may contact the Office of the Procurement Ombudsman (OPO) to request dispute



resolution/mediation services. OPO may be contacted by e-mail at boa.opo@boa-opo.gc.ca, by telephone at 1-866-734-5169, or by web at www.opo-boa.gc.ca. For more information on OPO's services, please see the [Procurement Ombudsman Regulations](#) or visit the [OPO website](#).

6.11.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by the complainant respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met.

To file a complaint, the Office of the Procurement Ombudsman may be contacted by e-mail at boa.opo@boa-opo.gc.ca, by telephone at 1-866-734-5169, or by web at www.opo-boa.gc.ca.

6.12 Insurance

SACC *Manual* clause [G1005C](#) (2016-01-28) Insurance – No Specific Requirements

6.13 SACC *Manual* Clauses

[B1501C](#) (2018-06-21) Electrical equipment

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

[D0018C](#) (2007-11-30) Delivery and Unloading



ANNEX A - STATEMENT OF REQUIREMENT

1. TITLE

Supply of Canine (K9) Kennel Inserts for Model Year 2021+ Suburban

2. REQUIREMENT

The Royal Canadian Mounted Police (RCMP) requires seven (7) canine (K9) kennels inserts for Model Year 2021 - 2023 Suburban. Each insert must include 1 ACE K9 Pro Heat Alarm or equivalent per kennel. The requirement includes the option to purchase up to six (6) additional K9 kennels, per year, (total of 18 optional units) at any time during the contract period.

3. SPECIFICATIONS

Required Quantity: 7 to be delivered no later than August 31, 2023
Optional Quantity: 18 (estimate of 6 per year 2024, 2025 and 2026)

The Contractor must supply and deliver canine (K9) kennels that meet the following mandatory specifications:

3.1 The kennel must fit the Year 2021 and newer Chevrolet Suburban 4x4 SUV Platform.

3.2 Finished Interior Kennel Dimensions:

3.2.1 **Depth** = 30" (+/- 1") deep at floor base and 22" (+/- 1") at ceiling headwall

3.2.1.1 Must angle front panel walls behind front seats to allow the driver and passenger seats backrest to recline approx. 20 degrees. Measured with the seats adjusted to the rear most seat track travel limit.

3.2.2 **Height** = 39" (+/- 1") from the top of the kennel floor to the underside of the kennel roof canopy

3.2.2.1 14" (+/-1)" of top height of front and 12" (+/-1)" back walls are made of wrap around ½" square punched holes for canine (K9) ventilation and visibility.

3.2.3 **Width** = vehicles door sill to door sill tight fit 65 ½" with a minimum 6" taper (ramp) which is approx. 35 degrees down towards door sills to allow water evacuation and ease of canine (K9) entry/exit which is safer for canine (K9) health joints as it minimize jump height and angle. Floor taper also eliminates chance of canine (K9) paw or leg getting stuck in gap between kennel floor and door.

3.3 Entire kennel must be finished in a black non-reflective (Satin) powder coat paint finish.

3.4 The floor pan finished in a black Rhino Linings TuffGrip or equivalent coating.

3.5 **Lower Front and Back Panel: (See Figure 1, 2,3)**

3.5.1 Front Panel (wall) must be constructed of minimum .125 mill finish aluminum.

3.5.1.1 Front Panel must have an opening (doorway) 11" wide located between the driver and passenger seats to allow the (K9) to enter the front driver compartment.

3.5.2 Back panel must be constructed of .125 mill finish aluminum.



3.5.2.1 Bottom half must be solid with no openings, upper half 1 ½" square punched holes

3.6 **Upper Front and Back Panel: See Figure (See Figure 1, 2,3)**

3.6.1 Upper half of front and rear panels must be perforated with a minimum 1" to max 1 ½" wide square punched holes for ventilation and visibility and to prevent canine (K9) access to front or rear compartment, where seat or equipment could be damaged from chewing.

3.7 **Roof Canopy:**

3.7.1 Roof canopy headwall must be constructed of minimum .125 mill finish aluminum. It must have a cold-formed purlin-sheeting edge connection integrated into the design of the roof canopy to add stiffness to the roof canopy and transfer any roof loads to the front and rear walls

3.7.2 Roof canopy must have a minimum of Two 16" x 16" areas of the roof canopy vented with Side staggered round end slot holes approximately (2½" x 1 ½") to increase airflow movement.

3.7.3 Two round 2 1/2" holes must be installed in the roof canopy to facilitate the installation of Flex tubing between the OEM roof Vents and Dog cage to direct the Factory (HVAC) system directly into the dog cage to the control temperature levels within the cage.

3.7.4 Must have enough space between the top of the Roof canopy and the vehicles interior headliner to install a long gun firearm (36") above the kennel roof in a fixed (bolted) secure gun rack (supplied by RCMP).

Total kennel height inside truck must not exceed 46" high from vehicles floor boards to the top of the kennel roof canopy or a minimum of 38" height of interior (K9) space.

3.8 **Floor: See Figure 3**

3.8.1 Must have a one-piece Seamless floor pan formed out of .125 mill finished aluminum that extends from door to door with no gaps or spaces. (To prevent K9 injuries from a body part getting trapped or pinched).

3.8.2 Floor pan must be installed 2" above vehicle floor to ensure accessibility for emergency equipment wiring and wiring installation.

3.8.3 Kennel floor must taper down to vehicles door sill edge for ease of (K9) entry/exit. (From door sill edge, minimum 6" in, to meet kennels floor pan). As specified this is approx. 35 degrees' downslope from Kennel floor to vehicles door sills.

3.8.4 Seamless floor pan must allow for rinsing and cleaning without damage or leakage into the vehicle.

3.8.5 Floor pan must have a minimum of 4 mounting brackets to floor of truck.

3.9 **Front Access Door: See Figure 1**

3.9.1 Front sliding track canine (K9) access door that must be able to slide from drivers' side (access door closed position) to the passenger side (access door open position) to allow access to canine (K9) for safety and deployment of canine (K9).



- 3.9.2 Must use 2 Linear Ball Rail Sliders (mounted on the top and bottom of the door)
- 3.9.3 Door must fully open the full width of the opening located in the Front Panel (wall)
- 3.9.4 Must be constructed of minimum .080 mill finish aluminum.
- 3.9.5 Must have spring loaded latch to secure sliding door in the closed position.
 - 3.9.5.1 Latch must be accessible to driver while sitting in driver's seat.
 - 3.9.5.2 Latch must allow one handed operation to open.
- 3.9.6 Door access size dimensions must be 26" high x 12" wide (access hole, door ½" larger than door opening for overlap).
- 3.9.7 Mesh window area will be the top half of door must be a minimum 10" wide x 12" high.
 - 3.9.7.1 Minimum 3/8" to maximum 1/2" wide square punched holes for mesh screen to view canine (K9).
- 3.10 **Window Screens and Door Guards / Rear Passenger doors: See Figure 4**
 - 3.10.1 Window screens must be constructed of 16-gauge steel with fold down ability design (hinged).
 - 3.10.1.1 Must have piano hinged (16-gauge stainless steel) design to allow for easy cleaning and maintenance of the interior surface of the factory side windows.
 - 3.10.1.2 Window screens must have 4 (evenly spaced) vertical ¼" round bars welded to the outer support area of the screen for added strength.
 - 3.10.1.3 Window Mesh screen area must have min 3/8" to max ½" wide square punched holes evenly space out for ventilation and visibility.
 - 3.10.1.4 Must be finished in a black non-reflective (Satin) powder coat paint finish
 - 3.10.2 Smooth sided door panels must be constructed of minimum of 0.063 mill finish aluminum (Original Equipment Manufacturer (OEM) door panels will be removed).
 - 3.10.2.1 Panels must have a removable access cover over the Factory Door lock actuator incorporated into the design
 - 3.10.2.2 Must be finished in a black non-reflective (Satin) powder coat paint finish
- 3.11 **Accessories:**
 - 3.11.1 Must include a removable one-piece (to enable proper cleaning) ½" thick, low odor, non-slip rubber floor mat cut to interior floor dimensions of kennel (e.g. Classic Supreme Sports Mat Straight-Edge or equivalent)
 - 3.11.2 Two .125 mill finish aluminum filler panel shrouds minimum 3½" x 20" must be mounted on each side of the roof canopy above kennel door openings, to fill in the gap between the roof canopy and window screens to prevent canine (K9) access to the top of the kennel wiring.



- 3.11.2.1 Must be a removable bolt on design.
- 3.11.2.2 Must be finished in a black non-reflective (Satin) powder coat paint finish
- 3.11.2.3 Must have a black tight fitting, self-adhesive door edge guard strip attached to outer edge of filler panel shrouds.
- 3.11.3 One black non-reflective (Satin) powder coat paint finish aluminum ring to hold a large round water pail must be fixed to the rear kennel wall but removable (bolted).
 - 3.11.3.1 must be 10" x 2" diameter.
 - 3.11.3.2 Must be a removable bolt on design
- 3.11.4 One ¼" to ½" X 8" L to 13" L Aluminum rod must be mounted parallel to the top of the roof canopy and 1" away from the front edge of the Roof canopies front face behind the driver seat.
 - 3.11.4.1 Must be a removable bolt on design.
 - 3.11.4.2 Must be finished in a black non-reflective (Satin) powder coat paint finish
- 3.11.5 One Mesh Screen Cargo Barrier (mounted parallel to the front edge roof canopy) must be attached to the top of the Roof canopy (filling in the space between the top of the Roof canopy and vehicles interior headliner).
 - 3.11.5.1 Must extend the width of the Roof canopy
 - 3.11.5.2 Screen must have a min ½" to max 1" wide square holes to allow ventilation and prevent rear cargo entering the front passenger area over (on top) the kennel.
 - 3.11.5.2 Screen must be permanently attached to a Mild Steel T-bar
 - 3.11.5.3 Cargo Barrier must be a removable bolt on design utilizing ¼" hardware.
 - 3.11.5.3.1 Must have a min of 4 – ¼" mounting hole pre-drilled in the Cargo Barrier T-bar Base
 - 3.11.5.3.2 Mounting holes must not line up with roof canopy ventilation slots.
 - 3.11.5.4 Must be finished in a black non-reflective (Satin) powder coat paint finish.
 - 3.11.5.5 Cargo Barrier design will add stiffness to the Roof canopy when bolted in to prevent rattling when driving and increase load capacity on top of the Roof canopy.
- 3.11.6 Two support braces must be installed: Attaching Front Panel of Dog cage to Drivers Side and Passenger Side B-pillars.
 - 3.11.6.1 Must be a removable bolt on design.
 - 3.11.6.2 Must be finished in a black non-reflective (Satin) powder coat paint finish



- 3.11.6.3 Must not interfere with Air Bag deployment
- 3.11.7 Four Alley Light Rings - 4" round flat metal disks with a 3" hole cut out (leaving a ½" diameter flat mounting surface) must be installed
 - 3.11.7.1 Must be made from .063 aluminum.
 - 3.11.7.2 Must be finished in a black non-reflective (Satin) powder coat paint finish
- 3.12 **Rear Cargo Area: Figure 5**
 - 3.12.1 One 48" x 54" aluminum piece flush with rear hatch interior molding must be mounted securely with a removable 15"W x 61"L x 10" D plywood lid directly behind the rear back outer wall of kennel to provide a compartment for internal emergency equipment components.
- 3.13 **Hardware:**
 - 3.13.1 Complete sealed hardware kit and hardware inventory list for cage assembly and installation into the vehicle must be included for each cage
 - 3.13.2 Installation and assembly instructions must be included with each cage.
 - 3.13.3 Exploded parts diagram and parts list must be included with each cage.
 - 3.13.4 All rivets, screws, bolts, nuts, washers and hinges required to assemble Dog cage and Window/Door guards must be stainless steel
 - 3.13.5 All rivets and hardware inside kennel exposed to canine (K9) must be smooth with no sharp edges, either a flat, recessed or button head design to prevent canine (K9) injury.
- 3.14 **Heat Alarm: Figure 6**
 - 3.14.1 Each kennel must include an ACE K9 Heat Alarm Pro ACE-HA-2520 with ACE Fan Kit ACE-HA-FKT-10-P and Metal Fan Guard ACE-HA-FWG 10" or equivalent.
 - 3.14.2 Must be able to set temperature range for both hot and cold temperatures.
 - 3.14.3 Must have temperature accuracy of 1 degree Fahrenheit or less
 - 3.14.4 Must have vehicle battery failure alarm and system failure alarm
 - 3.14.5 Must be able to sound alarm when heat alarm setting reaches pre set temperature to notify people of hot car and canine still inside
 - 3.14.6 Must be able to increase and decrease LCD display brightness for operational officer safety when in shadow surveillance mode and want to be dark.
 - 3.14.7 Must have engine stall feature that alarms when engine stalls or shuts off in error.
 - 3.14.8 Must be able to drop rear kennels windows down and activate an emergency cooling fan (fan and guard option)
 - 3.14.9 Must be able to chime when officers shut truck off to remind officers that truck is off and to remove dog



3.14.10 Heat alarm must have the availability to be mounted in the rear kennel wall screen mesh area.

3.15 **Vehicle Design Changes:**

During the Contract Period, (Subject to RCMP approval) - any design changes in the dimensions of the kennels due to a change in the vehicle platform by the manufacturer of no more than 5% will be considered within the scope of this contract.

4. **DELIVERY POINT**

RCMP Post Garage - Building 1150 – 5450 Korea Road, Chilliwack, BC V2R 0N7

5. **FIGURES**

Figure 1: Front of K9 Kennel

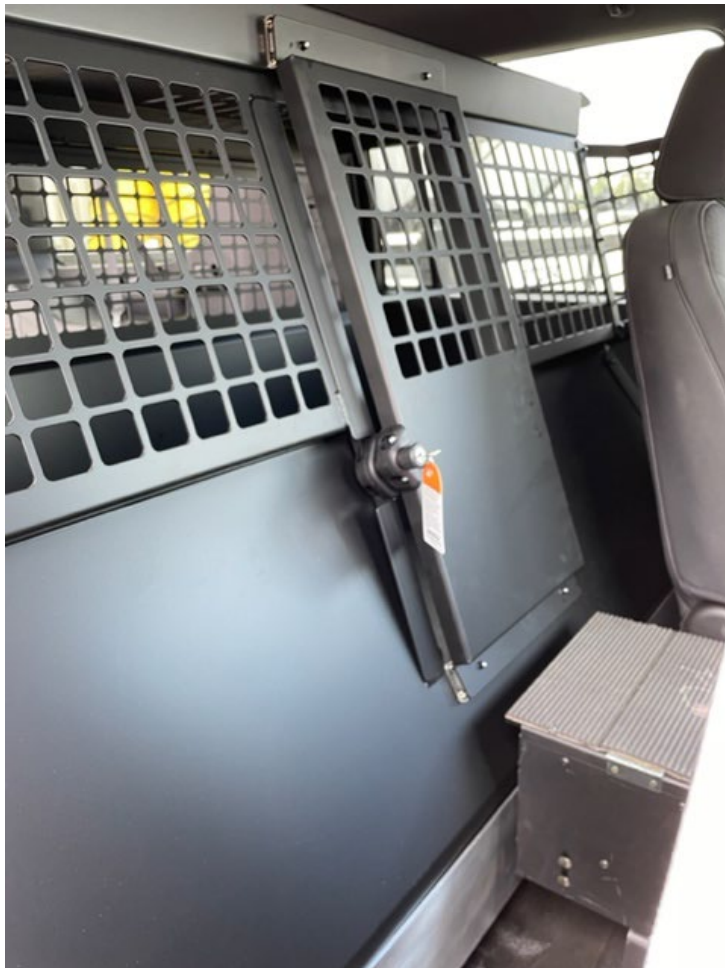




Figure 2: Rear view K9 kennel



Figure 3:





Figure 4: Rear Door Panel and Mesh

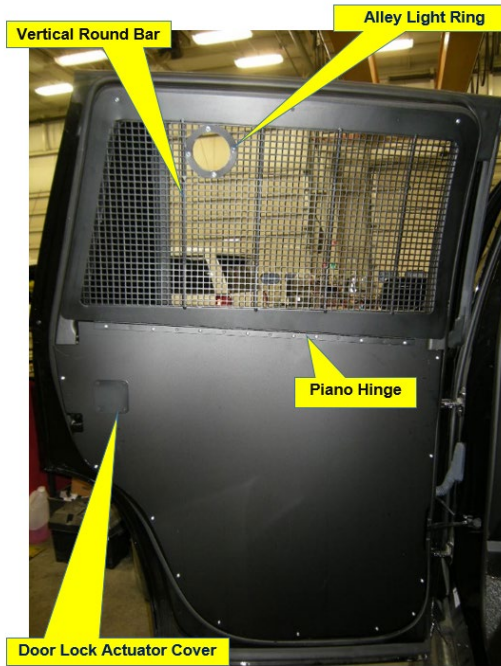


Figure 5: Rear Cargo Area



Figure 6: ACE K9 Heat Alarm Pro





ANNEX B - BASIS OF PAYMENT

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices as specified below for a cost of \$ _____ (*insert the amount at contract award*). Customs duties are included and Applicable Taxes are extra.

Goods must be consigned and delivered to the destination specified in the contract:
Incoterms 2010 "DDP Delivered Duty Paid" specified Delivery Point.

FOR EVALUATION PURPOSES ONLY

The Bidder must insert their firm, all-inclusive unit price in the tables below (column B) and complete the extended price calculation for each period identified. The Bidder must provide the applicable provincial tax rate. Failure to complete the table in full may result in the bid being deemed non-responsive and given no further consideration.

The estimated quantity for the optional goods is provided for evaluation purposes only and does not constitute a guarantee or commitment on behalf of Canada.

The total evaluated price: C + D + E + F (taxes not included) = _____

TABLE 1: INITIAL REQUIREMENT (FIRM QUANTITY REQUIRED BY AUGUST 31, 2023)

| DESCRIPTION | QUANTITY REQUIRED (each) (A) | FIRM UNIT PRICE (CAD) (B) | EXTENDED UNIT PRICE (CAD) (A x B) |
|--|---|--|--|
| Canine K9 Kennels in accordance with Annex "A" – Statement of Requirement, all-inclusive firm unit price | 7 | \$ | \$ |
| Heat Alarm System as per Annex "A" | 7 | \$ | \$ |
| Shipping cost per kennel | 7 | \$ | \$ |
| | | Subtotal (CAD) | \$ (C) |
| | | 5% GST | \$ |



TABLE 2: OPTIONAL QUANTITIES REQUIRED BETWEEN SEPTEMBER 1, 2023 AND AUGUST 31, 2024

| DESCRIPTION | ESTIMATED QUANTITY (each) (A) | FIRM UNIT PRICE (CAD) (B) | EXTENDED UNIT PRICE (CAD) (A x B) |
|--|---|-------------------------------------|---|
| Canine K9 Kennels in accordance with Annex "A" – Statement of Requirement, all-inclusive firm unit price | 6 | \$ | \$ |
| Heat Alarm System as per Annex "A" | 6 | \$ | \$ |
| Shipping cost per kennel | 6 | \$ | \$ |
| Subtotal (CAD) | | | \$ (D) |
| 5% GST | | | \$ |

TABLE 3: OPTIONAL QUANTITIES REQUIRED BETWEEN SEPTEMBER 1, 2024 AND AUGUST 31, 2025

| DESCRIPTION | ESTIMATED QUANTITY (each) (A) | FIRM UNIT PRICE (CAD) (B) | EXTENDED UNIT PRICE (CAD) (A x B) |
|--|---|-------------------------------------|---|
| Canine K9 Kennels in accordance with Annex "A" – Statement of Requirement, all-inclusive firm unit price | 6 | \$ | \$ |
| Heat Alarm System as per Annex "A" | 6 | \$ | \$ |
| Shipping cost per kennel | 6 | \$ | \$ |
| Subtotal (CAD) | | | \$ (E) |
| 5% GST | | | \$ |

TABLE 4: OPTIONAL QUANTITIES REQUIRED BETWEEN SEPTEMBER 1, 2025 AND AUGUST 31, 2026

| DESCRIPTION | ESTIMATED QUANTITY (each) (A) | FIRM UNIT PRICE (CAD) (B) | EXTENDED UNIT PRICE (CAD) (A x B) |
|--|---|-------------------------------------|---|
| Canine K9 Kennels in accordance with Annex "A" – Statement of Requirement, all-inclusive firm unit price | 6 | \$ | \$ |
| Heat Alarm System as per Annex "A" | 6 | \$ | \$ |
| Shipping cost per kennel | 6 | \$ | \$ |
| Subtotal (CAD) | | | \$ (F) |
| 5% GST | | | \$ |