



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

Bid Receiving/Réception des soumissions

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**REQUEST FOR  
PROPOSAL**

**DEMANDE DE  
PROPOSITION**

Proposal to: Canadian Food Inspection Agency

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

Proposition aux : Agence canadienne d'inspection des aliments

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

Comments: - Commentaries

<b>Title – Sujet</b> Centrifuge and Accessories		<b>Date</b> June 6th, 2023
<b>Solicitation No. – N° de l'invitation</b> 2024-00055		
<b>Client Reference No. - No. De Référence du Client</b> 2024-00055		
<b>Solicitation Closes – L'invitation prend fin</b>		
<b>At /à :</b>	2 :00 PM	EST(Eastern Standard Time) HNE (heure normale de l'Est)
<b>On / le :</b>	June 27th, 2023	
<b>Delivery - Livraison</b> See herein — Voir aux présentes	<b>Taxes - Taxes</b> See herein — Voir aux présentes	<b>Duty – Droits</b> See herein — Voir aux présentes
<b>Destination of Goods and Services – Destinations des biens et services</b> Canadian Food Inspection Agency Longueuil Laboratory 1001 ST-LAURENT STREET W Longueuil QC J4K 1C7 Canada		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Inquiries to – Adresser toute demande de renseignements à</b> <a href="mailto:Nadege.Muhimpundu@inspection.gc.ca">Nadege.Muhimpundu@inspection.gc.ca</a>		
<b>Telephone No. – No. de téléphone</b> N/A	<b>Facsimile No. – No. de télécopieur</b>	

<b>Delivery Required – Livraison exigée</b> See herein — Voir aux présentes	<b>Delivery Offered – Livraison proposée</b>
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>	
<b>Telephone No. – No. de téléphone</b>	<b>Facsimile No. – No. de télécopieur</b>
<b>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)</b>	
<b>Signature</b>	<b>Date</b>

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## **PART 1 - GENERAL INFORMATION**

This solicitation and resulting contract are issued against the Supply Arrangement (SA) E60PV-19EQUI and all terms and conditions of the SA apply.

### **1.1 Security Requirements**

The following security requirements apply and form part of the Contract.

Contractor personnel **MAY NOT ENTER** sites where PROTECTED/CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.

### **1.2 Statement of Requirement**

The Canadian Food Inspection Agency – Longueuil Laboratory, has a requirement for a centrifuge and Accessories. The item description is detailed in **Annex "A"** 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.

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## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

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

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

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

Subsection 3.a) of Section 01, Integrity Provisions - Bid of the Standard Instructions ([2003](#)) incorporated by reference above is deleted in its entirety and replaced with the following:

At the time of submitting an arrangement under the Request for Supply Arrangements (RFSA), the Bidder has already provided a list of names, as requested under the [Ineligibility and Suspension Policy](#). During this procurement process, the Bidder must immediately inform Canada in writing of any changes affecting the list of directors.

#### **2.1.1 SACC Manual Clauses**

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

Material supplied must be new and conform to the latest issue of the applicable drawing, specification and/or part number that is in effect on the bid solicitation closing date.

### **2.2 Submission of Bids**

Bids must be submitted only to [cfia.bidreceipt-receptiondesoumission.acia@canada.ca](mailto:cfia.bidreceipt-receptiondesoumission.acia@canada.ca) by the date, time and place indicated in the bid solicitation.

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

### **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than two (2) 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.

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## **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 Quebec, Canada.

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.

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## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid

Section II: Financial Bid

Section III: Certification

Due to the nature of the bid solicitation, hard copy bids (paper or soft copies on media) will not be accepted.

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

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

#### **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 Annex B – Pricing Schedule (Basis of Payment).

#### **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

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

The following requirements are the mandatory technical evaluation criteria which will be evaluated during the Bid Evaluation. In addition the Contractor will be required to meet all of the mandatory technical requirements for the duration of the Contract. Bidders are requested to cross reference the mandatory technical criteria in a concise format by using page, paragraph(s) & sub-paragraphs as applicable to their supporting technical documentation.

ITEM	SPECIFICATION	VALUE	REFERENCE TO SUBSTANTIATION IN THE TECHNICAL BID.
M1	Maximum speed required and capacity	The centrifuge must be equipped with accessories that allow centrifugation of approximately 48 standard 2 mL centrifuge tubes (e.g. Eppendorf® 0030123620) at a speed of up to at least 13000 g.	
M2	Maximum speed required and capacity	The centrifuge must be equipped with accessories that allow centrifugation of approximately 14 standard 15 mL extraction tubes (e.g. Corning #431470) at a speed of up to at least 15000 g.	
M3	Maximum speed required and capacity	The centrifuge must be equipped with accessories that allow centrifugation of approximately 14 standard 50 mL extraction tubes (e.g. Corning #430828) at a speed of up to at least 11000 g.	
M4	Temperature control	It must allow the temperature of the enclosure to be controlled at 4°C to 40°C.	
M5	Features	The centrifuge must be equipped with a push button mechanism for ergonomic rotor change and easy maintenance. It must be equipped with an imbalance detection system for safe use.	
M6	Instrument size	The centrifuge must be a bench top model, must have a dimension of 60 cm in width and length and 35 cm in height when the lid is closed.	

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M7	Operating power	Benchtop module must be compatible with North American mains power (operating at 120 V, 15 A and 50/60 Hz).	
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#### 4.1.2 Financial Evaluation

The financial evaluation will be conducted by calculating the Total Aggregated Bid Price in accordance with the pricing tables provided in Annex "B" – Basis of Payment.

##### Evaluation of Price - Bid

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, Longueuil , Quebec Incoterms® 2010, Canadian customs duties and excise taxes included.

Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.

#### 4.2 Basis of Selection

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



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## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

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

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

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

### **5.1 Certifications Required with the Bid**

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

#### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

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

### **5.2 Certifications Precedent to Contract Award and Additional Information**

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

#### **5.2.1 Integrity Provisions – Required Documentation**

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

#### **5.2.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" 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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" list at the time of contract award.

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## 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

The following security requirements apply and form part of the Contract.

Contractor personnel **MAY NOT ENTER** sites where PROTECTED/CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.

### 6.2 Statement of Requirement

The Canadian Food Inspection Agency – Longueuil Laboratory, has a requirement for a centrifuge and Accessories.

### 6.3 Standard Clauses and Conditions

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

#### 6.3.1 General Conditions

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

2010A 32 (2021-11-04) Anti-forced labour requirements

1. The Contractor represents and warrants that the Work is not mined, manufactured or produced wholly or in part by forced labour. Regardless of who acts as an importer, the Contractor must not during the performance of the Contract, directly or indirectly, deliver Work to Canada or import Work into Canada the importation of which is prohibited pursuant to ss. 136(1) of the *Customs Tariff Act* and tariff item No. 9897.00.00 of the [Customs Tariff – Schedule](#) (as amended from time to time), because it is mined, manufactured or produced wholly or in part by forced labour.
2. If a tariff classification determination is made under the *Customs Act* that the importation of the Work, or any part of the Work, is prohibited, the Contractor must immediately inform the Contracting Authority in writing. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Work or any part of the Work is classified under tariff item no. 9897.00.00 of the [Customs Tariff – Schedule](#) as mined, manufactured or produced wholly or in part by forced labour. If the Contractor is aware that the Work, or any part of the Work, is being or has been investigated regarding whether it is prohibited from entry pursuant to tariff item No. 9897.00.00, the Contractor must immediately inform the Contracting Authority in writing of that investigation.
3. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if it has reasonable grounds to believe the Work was mined, manufactured or produced in whole or in part by forced labour or linked to human trafficking. Reasonable grounds for making such a determination may include:
  - a. Findings or Withhold Release Orders issued by the United States Customs and Border Protection, under the US [Trade Facilitation and Trade Enforcement Act](#) (TFTEA) of 2015; or
  - b. Credible evidence from a reliable source, including but not limited to non-governmental organizations.
4. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of any of the following offences under the [Criminal Code](#) or the [Immigration and Refugee Protection Act](#):

*Criminal Code*

  - i. section 279.01 (Trafficking in persons);
  - ii. section 279.011 (Trafficking of a person under the age of eighteen years);
  - iii. subsection 279.02(1) (Material benefit - trafficking);
  - iv. subsection 279.02(2) (Material benefit - trafficking of person under 18 years);
  - v. subsection 279.03(1) (Withholding or destroying documents - trafficking);

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- vi. subsection 279.03(2) (Withholding or destroying documents - trafficking of person under 18 years); or  
*Immigration and Refugee Protection Act*
  - vii. section 118 (Trafficking in persons).
5. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of an offence in a jurisdiction other than Canada that, in Canada's opinion, is similar to any of the offences identified in paragraphs 4(i) to (vii).
6. For purposes of determining whether a foreign offence is similar to a listed offence, PWGSC will take into account the following factors:
- i. in the case of a conviction, whether the court acted within its jurisdiction;
  - ii. whether the supplier was afforded the right to appear during the court's proceedings or to submit to the court's jurisdiction;
  - iii. whether the court's decision was obtained by fraud; or
  - iv. whether the supplier was entitled to present to the court every defence that the supplier would have been entitled to present had the proceeding been tried in Canada.
7. Where Canada intends to terminate the Contract under this section, Canada will inform the Contractor and provide the Contractor an opportunity to make written representations before making a final decision. Written representations must be submitted within 30 days from receiving a notice of concern unless Canada establishes a different deadline.

### **6.3.2 Additional General Conditions**

#### **6.3.2.1 Conduct of the Work**

- 1) The Contractor represents and warrants that:
  - a. it is competent to perform the Work;
  - b. it has everything necessary to perform the Work, including the resources, facilities, labour, technology, equipment, and materials; and
  - c. it has the necessary qualifications, including knowledge, skill, know-how and experience, and the ability to use them effectively to perform the Work.
- 2) The Contractor must:
  - a. perform the Work diligently and efficiently;
  - b. except for Government Property, supply everything necessary to perform the Work;
  - a. use, as a minimum, quality assurance procedures, inspections and controls generally used and recognized by the industry to ensure the degree of quality required by the Contract;
  - b. select and employ a sufficient number of qualified people;
  - c. perform the Work in accordance with standards of quality acceptable to Canada and in full conformity with the specifications and all the requirements of the Contract;
  - f. provide effective and efficient supervision to ensure that the quality of workmanship meets the requirements of the Contract.

#### **6.3.2.2 Subcontracts**

The Contractor may subcontract the supply of goods or services that are customarily subcontracted by the Contractor. Subcontracting does not relieve the Contractor from any of its obligations under the Contract or impose any liability upon Canada to a subcontractor. In any subcontract, the Contractor agrees to bind the subcontractor by the same conditions by which the Contractor is bound under the Contract, unless the Contracting Authority agrees otherwise, with the exception of requirements under the Federal Contractors Program for employment equity which only apply to the Contractor.

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### 6.3.2.3 Harassment in the workplace

- 2) The Contractor acknowledges the responsibility of Canada to ensure, for its employees, a healthy work environment, free of harassment. A copy of the [Policy on Harassment Prevention and Resolution](#), which is also applicable to the Contractor, is available on the [Treasury Board Web site](#).
- 3) The Contractor must not, either as an individual, or as a corporate or unincorporated entity, through its employees or subcontractors, harass, abuse, threaten, discriminate against or intimidate any employee, contractor or other individual employed by, or under contract with Canada. The Contractor will be advised in writing of any complaint and will have the right to respond in writing. Upon receipt of the Contractor's response, the Contracting Authority will, at its entire discretion, determine if the complaint is founded and decide on any action to be taken.

### 6.3.2.4 Access to information

Records created by the Contractor, and under the control of Canada, are subject to the [Access to Information Act](#). The Contractor acknowledges the responsibilities of Canada under the [Access to Information Act](#) and must, to the extent possible, assist Canada in discharging these responsibilities. Furthermore, the Contractor acknowledges that section 67.1 of the [Access to Information Act](#) provides that any person, who destroys, alters, falsifies or conceals a record, or directs anyone to do so, with the intent of obstructing the right of access that is provided by the [Access to Information Act](#) is guilty of an offence and is liable to imprisonment or a fine, or both.

## 6.4 Term of Contract

### 6.4.1 Period of the Contract

The period of the Contract is from date of Contract award for a period of five (5) years

### 6.4.2 Delivery Date

Centrifuge and Accessories for **Longueuil Laboratory** must be received on or before **January 31<sup>st</sup>, 2024**.

### 6.4.5 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified below:

Canadian Food Inspection Agency  
Longueuil Laboratory  
1001 ST-LAURENT STREET W  
Longueuil QC J4K 1C7  
Canada

## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:  
Nadege Muhimpundu  
Procurement Officer  
Canadian Food Inspection Agency  
Contracting and Procurement Policy Division  
59 Camelot Drive, Ottawa, Ontario  
K1A 0Y9  
[Nadege.Muhimpundu@inspection.gc.ca](mailto:Nadege.Muhimpundu@inspection.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.

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## **6.5.2 Project Authority**

The Project Authority for the Contract is: to be identified at Contract Award

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**

The Contractor's Representative is: Please identify the contact information

## **6.7 Payment**

### **6.7.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm all-inclusive price, as specified in Annex B – Basis of Payment, for a total cost of \$ (to be identified at contract award). Customs duties are excluded and Applicable Taxes are extra.

### **6.7.2 Limitation of Price**

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.

### **6.7.3 Method of Payment – Single Payment**

Canada will pay the Contractor upon completion and delivery of the Work 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.

## **6.8 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 and Order Confirmation can be sent via e-mail to: to be identified at contract award

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## **6.9 Certifications and Additional Information**

### **6.9.1 Compliance**

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

### **6.10 Applicable Laws**

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

### **6.11 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) Goods (medium complexity)
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (f) the Contractor's bid dated \_\_\_\_\_ (to be identified at contract award)

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## ANNEX A

### Statement of Work

#### Centrifuge and Accessories - Longueuil Laboratory

#### 1. TITLE

Statement of requirement (SOR) for a Centrifuge acquisition

#### 2. BACKGROUND

The Longueuil Laboratory of the Canadian food inspection agency (CFIA) requires a centrifuge to isolate analytes of interest into extracts. The purchase must include all parts, accessories and manuals for use and maintenance. The centrifuge and associated after-sales services or technical support must be provided to the CFIA's Longueuil Laboratory.

#### 3. ACRONYMS

BO Business Owner  
CFIA Canadian Food Inspection Agency  
SOR Statement of Requirement

#### 4. APPLICABLE DOCUMENTS & REFERENCES

None

#### 5. REQUIREMENTS

##### 5.1 Centrifuge

##### **Required quantity: 1**

The Contractor must provide the requirement with the following specifications:

Specifications	Value
Maximum speed required and capacity	The centrifuge must be equipped with accessories that allow centrifugation of approximately 48 standard 2 mL centrifuge tubes (e.g. Eppendorf® 0030123620) at a speed of up to at least 13000 g.
Maximum speed required and capacity	The centrifuge must be equipped with accessories that allow centrifugation of approximately 14 standard 15 mL extraction tubes (e.g. Corning #431470) at a speed of up to at least 15000 g.
Maximum speed required and capacity	The centrifuge must be equipped with accessories that allow centrifugation of approximately 14 standard 50 mL extraction tubes (e.g. Corning #430828) at a speed of up to at least 11000 g.
Temperature control	It must allow the temperature of the enclosure to be controlled at 4°C to 40°C.
Features	The centrifuge must be equipped with a push button mechanism for ergonomic rotor change and easy maintenance. It must be equipped with an imbalance detection system for safe use.
Instrument size	The centrifuge must be a bench top model, must have a dimension of about 60 cm in width and length and about 35 cm in height when the lid is closed.
Operating power	Benchtop module must be compatible with North American mains power (operating at 120 V, 15 A and 50/60 Hz).
Warranty	A minimum of two (2) year full system warranty and a full five (5) year engine and refrigeration system warranty

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## **5.2 Accessories**

The Contractor must provide the following accessories for requirement 5.1:

<b>Description</b>	<b>Required quantity</b>
The Contractor must provide manuals for comprehensive operation and maintenance (printed, available online, or provided via USB key or CD in English and/or French).	<b>1</b>
The contractor must provide all cables, power cables and fittings necessary for the installation and operation of the system.	<b>1</b>
The contractor must provide the rotor to accommodate standard 2 mL, 15 mL and 50 mL tube, lids and inserts at the speeds specified in section 5.1	<b>1</b>

## **5.3 Maintenance Hardware Support**

None

### **6. Deliverables**

**6.1** The contractor must provide a centrifuge as described in requirement 5.1.

### **7. DATE OF DELIVERY**

**Deliverable 6.1:** Before 2024-01-31.

### **8. Language of Work**

French.

### **9. DELIVERY LOCATION**

Canadian Food Inspection Agency, Longueuil Laboratory  
1001 St-Laurent Ouest  
Longueuil, Québec  
J4K 1C7  
Canada

### **10. Travel**

The Contractor is not required to travel.

### **11. MEETINGS**

NOT REQUIRED.

### **12. GOVERNMENT SUPPLIED MATERIAL (GSM)**

NONE.

### **13. GOVERNMENT FURNISHED EQUIPMENT (GFE)**

NONE.

### **14. SPECIAL CONSIDERATIONS**

NONE.



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**ANNEX "B"**

**BASIS OF PAYMENT**

**Initial Contract Period – Date of Contract award for a period of Cinq (5) years.**

All deliverable must be received on or before **January 31<sup>st</sup>, 2024.**

The Contractor will be paid a firm all-inclusive price as follows:

Centrifuge and Accessories

<b>Deliverable</b>	<b>Quantity</b>	<b>Price</b>	<b>Total (taxes shown separately)</b>
Centrifuge and Accessories with a minimum of two (2) year full system warranty.	1	\$ _____ CAD	\$ _____ CAD
A full five (5) year engine and refrigeration system warranty	1	\$ _____ CAD	\$ _____ CAD
Shipping and Delivery	1	\$ _____ CAD	\$ _____ CAD
Environmental Charges	1	\$ _____ CAD	\$ _____ CAD
Subtotal:			\$ _____ CAD
Applicable Taxes:			\$ _____ CAD
Total (including applicable taxes):			\$ _____ CAD