

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

**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 1T3  
Bid Fax: (902) 496-5016**

## Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)  
Offre à commandes individuelle régionale (OCIR)

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**  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 3C9

|  |  |
|--|--|
| <b>Title - Sujet</b><br>RISO - AIRCRAFT CHARTER  |  |
| <b>Solicitation No. - N° de l'invitation</b><br>F5644-120093/A   | <b>Date</b><br>2013-03-13  |
| <b>Client Reference No. - N° de référence du client</b><br>F5644-12-0093   | <b>GETS Ref. No. - N° de réf. de SEAG</b><br>PW-\$HAL-210-8952             |
| <b>File No. - N° de dossier</b><br>HAL-2-69352 (210)   | <b>CCC No./N° CCC - FMS No./N° VME</b>                                     |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2013-04-30</b>   | <b>Time Zone</b><br><b>Fuseau horaire</b><br>Atlantic Standard Time<br>AST |
| <b>Delivery Required - Livraison exigée</b><br>SEE HEREIN  |  |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Thorpe, Susan   | <b>Buyer Id - Id de l'acheteur</b><br>hal210                               |
| <b>Telephone No. - N° de téléphone</b><br>(902)496-5191 ( )  | <b>FAX No. - N° de FAX</b><br>(902)496-5016                                |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b><br>DEPARTMENT OF FISHERIES AND OCEANS<br>CCG (FLEET) 50 DISCOVERY DRIVE<br>5TH FLOOR, P.O. BOX 1000<br>DARTMOUTH<br>NOVA SCOTIA<br>B2Y 3Z8<br>Canada |  |
| <b>Security - Sécurité</b><br>This request for a Standing Offer does not include provisions for security.<br>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<br>Raison sociale et adresse du fournisseur/de l'entrepreneur   |      |
| Telephone No. - N° de téléphone<br>Facsimile No. - N° de télécopieur   |      |
| Name and title of person authorized to sign on behalf of Vendor/Firm<br>(type or print)<br>Nom et titre de la personne autorisée à signer au nom du fournisseur/<br>de l'entrepreneur (taper ou écrire en caractères d'imprimerie) |      |
| Signature  | Date |

## **REQUEST FOR REGIONAL INDIVIDUAL STANDING OFFER**

### **TO PROVIDE AIR CHARTER SERVICES FOR THE CANADIAN COAST GUARD SHIPS' PERSONNEL OPERATING IN THE ATLANTIC REGION**

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Solicitation No. - N° de l'invitation

F5644-120093/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hal210

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

F5644-12-0093

File No. - N° du dossier

HAL-2-69352

CCC No./N° CCC - FMS No/ N° VME

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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 Financial and 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 and the Basis of Payment

### 2. Summary

To provide air charter services on an as and when requested basis for the period July 1, 2013 up to and including June 30, 2015 with the option to extend the standing offer by 1 additional 2 year period.

The charter services shall include:

1. Appropriate cargo storage space for ship's stores. Packaging and/or handling requirements by the Air Carrier must be identified.
2. The Supplier is to provide complete flight schedules, all flight numbers, local contact co-ordinator(s) and phone, fax and e-mail coordinates of their passenger and cargo loading agents at all destinations or stopovers within 24 hours prior to departure.
3. The Supplier is to provide regular and silent hours company contact numbers, including dispatch center(s) and applicable e-mail addresses. CCG generally will send notices by e-mail. Suppliers/Operators are responsible for providing documentation to their contacts that do not possess e-mail capability.

4. The Canadian Coast Guard must be notified and regularly updated, by the Supplier, of any deviation greater than 30 minutes from established flight time schedule and immediately if a destination or fuel stop change is required. During regular operating hours contact shall be with the Canadian Coast Guard - Atlantic Travel desk at 902-426-4613. During silent hours contact is through the Canadian Coast Guard Atlantic Authority listed within this document.

5. No alcoholic beverages are to be served on the charter flight.

6. Flight is to be solely for authorized CCG personnel, authorized passengers and associated gear. For security purposes no additional cargo or passengers will be permitted without clearance from the Canadian Coast Guard authorities indicated in this document.

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"The requirement is limited to Canadian goods and/or services."

### 3. Debriefings

After issuance of a standing offer, 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>) 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 (2013-01-28) - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

### 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.

### 3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 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 questions or may request that offerors do so, so that the proprietary nature of the question is

eliminated, and the enquiry can be answered with copies 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 Province of Nova Scotia.

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

Remark to Standing Offer Authority: If soft copies are requested, it is suggested that the same quantity be requested for both hard and soft copies.

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

Section I: Technical Offer (2 hard copies)  
 Section II: Financial Offer (1 hard copy)  
 Section III: Certifications (1 hard copies)

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>).

. 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 shall address the mandatory criteria. .

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the attached Annex "B", Basis of Payment. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

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**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.

#### 1.1. Technical Evaluation

##### 1.1.1 Mandatory Technical Criteria

The following mandatory criteria shall be met prior to the offer being further considered. It is recommended that the bidder address these criterion in sufficient detail as to ensure that the evaluation team may adequately assess compliance.

1. The bidder shall provide details of at least 1 similar project completed within the last 5 years stating scope, client, financial limitation, etc.

2. The bidder shall provide pricing in accordance with Annex "B" attached.

#### 1.2 Financial Evaluation

A0220T (2007-05-25) Evaluation of Price

### 2. Basis of Selection

An offer must meet all of the terms and conditions of this Request for Standing Offers including the mandatory criteria in order to be declared responsive. The responsive offer with the lowest evaluated price to include the initial period and the option period, shall be recommended for issuance of a standing offer.

## PART 5 - CERTIFICATIONS

Offerors must provide the required certifications and related documentation to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications and related documentation are not completed and submitted as requested.

Compliance with the certifications offerors provide to Canada is subject to verification by Canada during the offer evaluation period (before issuance of a standing offer) and after issuance of a standing offer. The Standing Offer Authority will have the right to ask for additional information to verify offerors' compliance with the certifications before issuance of a standing offer. The offer will be declared non-responsive if any certification made by the Offeror is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications, to provide the related documentation or to comply with the request of the Standing Offer Authority for additional information will also render the offer non-responsive.

### 1. Mandatory Certifications Required Precedent to Issuance of a Standing Offer

#### 1.1 Code of Conduct and Certifications - Related documentation

1.1.1 By submitting an offer, the Offeror certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting an offer, the Offeror certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Offeror, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any offer in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Offeror and any of the Offeror's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the entire period of the Standing Offer and any call-ups made against the Standing Offer.

Offerors who are incorporated, including those submitting offers as a joint venture, must provide with their offer or promptly thereafter a complete list of names of all individuals who are currently directors of the Offeror. Offerors submitting offers as sole proprietorship, including those submitting offers as a joint venture, must provide the name of the owner with their offer or promptly thereafter. Offerors submitting offers as societies, firms, partnerships or associations of persons do not need to provide lists of names. If the required names have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply will render the offer non-responsive. Providing the required names is a mandatory requirement for issuance of a standing offer and award of a contract.

Canada may, at any time, request that an Offeror provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form- PWGSC-TPSGC 229) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the offer being declared non-responsive.

### 2. Additional Certifications Precedent to Issuance of a Standing Offer

The certifications listed below should be completed and submitted with the offer, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, 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.

## 2.1 Federal Contractors Program - Certification

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to the issuance of a standing offer. If the Offeror, or, if the Offeror is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the issuance of a standing offer.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Offeror does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Offeror must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.

3. The Offeror, or, if the Offeror is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Offeror or the member of the joint venture

a.( ) is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;

b.( ) is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;

c.( ) is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;

d.( ) is subject to FCP, and has a valid certificate number as follows: \_\_\_\_\_ (e.g. has not been declared an ineligible contractor by HRSDC).

## 2.2 Former Public Servant Certification

Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, offerors must provide the information required below.

### Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the Financial Administration Act R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a.an individual;  
 b.an individual who has incorporated;  
 c.a partnership made of former public servants; or  
 d.a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

#### Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? YES ( ) NO ( )

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- a.name of former public servant;  
 b.date of termination of employment or retirement from the Public Service.  
 By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

#### Work Force Reduction Program

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? YES ( ) NO ( )

If so, the Offeror must provide the following information:

- a.name of former public servant;  
 b.conditions of the lump sum payment incentive;  
 c.date of termination of employment;  
 d.amount of lump sum payment;  
 e.rate of pay on which lump sum payment is based;  
 f.period of lump sum payment including start date, end date and number of weeks;  
 g.number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized

## 2.3 Canadian Content Certification

SACC Manual clause M3060C (2008-05-12) Canadian Content Certification

### 2.3.1 SACC Manual clause A3050T (2010-01-11) Canadian Content Definition

## PART 6 - FINANCIAL AND INSURANCE REQUIREMENTS

### 1. Financial Capability

SACC Manual clause M9033T (2011-05-16) Financial Capability

### 2. Insurance Requirements,

The bidder shall comply with and ensure that Item Number 12 of the Standing Offer below is adhered to by all carriers associated with this work.

## 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. 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>) issued by Public Works and Government Services Canada.

#### 2.1 General Conditions

2005 (2013-01-28) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

#### 3. Term of Standing Offer

##### 3.1 Period of the Standing Offer

The period for making call-ups and providing services against the Standing Offer is from July 1, 2013 up to and including June 30, 2015 inclusive.

##### 3.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for 1 additional 2 year period 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 15 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

#### 4. Authorities

#### 4.1 Standing Offer Authority

The Standing Offer Authority is:

**Susan Thorpe**  
**Supply Specialist**  
**Public Works and Government Services Canada**  
**Acquisitions Branch**  
**Telephone: 902-496-5191**  
**Facsimile: 902-496-5016**  
**E-mail address: susan.thorpe@pwgsc-tpsgc.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.

#### 4.2 Canadian Coast Guard (CCG) Authority

The Project Authority for the Standing Offer is:

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
 Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
 E-mail address: \_\_\_\_\_

The CCG 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 all the technical content of the Work under the resulting Contract.

#### 4.3 Offeror's Representative (TO BE COMPLETED BY BIDDER)

**Name:** \_\_\_\_\_  
**Position:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Fax:** \_\_\_\_\_  
**E-mail address:** \_\_\_\_\_

#### 5. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: CCG Authority as indicated herein.

#### 6. 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, etc.) or an electronic version.

#### 7. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$75,000.00** (Goods and Services Tax or Harmonized Sales Tax included).

## 8. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **\$950,000.00** for the initial 2 year period (Goods and Services Tax or Harmonized Sales Tax excluded) 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 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.

## 9. 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 (2013-01-28) General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2035 (2012-11-19) Higher Complexity Services
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment ;
- j) the Offeror's offer dated \_\_\_\_\_

## 10. Certifications

### 10.1 Compliance

Compliance with the certifications and related documentation provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification, provide the related documentation 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.

### 10.2 Canadian Content Certification

SACC Clause M3060C (2008-05-12) Canadian Content Certification

### 11.. 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 the Province of Nova Scotia and Newfoundland and Labrador.

## 12 Contractor's Responsibilities

**The Supplier shall ensure that the following terms and conditions are adhered to by the Carrier:**

### 12.1 SACC Clauses

B4030C (2006-06-16) Aircrew Requirements - Fixed Wing Aircraft

B4032C (2006-06-16) Safety Briefing

A0038C (2006-06-16) Air Transportation

G1005C (2008-05-12) Insurance

### 12.2 Aircraft Charter Insurance

1. The Contractor must not provide a domestic or international aircraft charter service to Canada unless, for every incident related to the Contractor's operation of that service, it has:

(a) liability insurance covering risks of injury to or death of passengers in an amount that is not less than the amount determined by multiplying \$300,000 by the number of passenger seats on board the aircraft engaged in the service, or in accordance with the applicable regulations, whichever is greater;

(b) in addition to passenger liability limits in (a) above, insurance covering risks of public liability in an amount that is not less than:

(i) \$1,000,000, where the maximum permissible take-off weight of the aircraft less than 3,402 kg (7,500 pounds);

(ii) \$2,000,000, where the maximum permissible take-off weight of the aircraft is between 3,402 kg (7,500 pounds) and 8,165kg (18,000 pounds); and,

(iii) \$2,000,000 plus an amount determined by multiplying \$68 by the number of kilograms by which the maximum permissible take-off weight of the aircraft exceeds 8,165 kg (18,000 pounds), where the maximum permissible take-off weight of the aircraft is over 8,165 kg.

2. The insurance coverage required by subsection 1.(a) does not need to extend to any passenger who is an employee of the Contractor if workers' compensation legislation governing a claim for damages against that Contractor by the employee is applicable.

3. The Contractor's insurance 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 as additional insured 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 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 obligations.

### 12.3 Commercial General Liability Insurance

The Contractor must obtain Commercial General Liability Insurance, 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 \$2,000,000 per accident or occurrence and in the annual aggregate.

2. The Commercial General 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, as represented by Public Works and Government Services Canada.

(b) **Bodily Injury and Property Damage** to third parties arising out of the operations of the Contractor.

(c) **Products and Completed Operations:** Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.

(d) **Personal Injury:** While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.

(e) **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.

(f) **Blanket 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.

(g) Employees and, if applicable, Volunteers must be included as Additional Insured.

(h) **Employers' Liability** (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)

(i) **Broad Form Property Damage including Completed Operations:** Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.

(j) **Notice of Cancellation:** The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

(k) 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.

### 12.4 Use of a 406 Beacon

In accordance with Transport Canada's regulation, aircraft are required to be equipped with 406 MHz Emergency Locator transmitters (ELT) or suitable equivalents by February 1, 2009. The supplier shall request the charter and commercial aircraft operators to provide some form of assurance that they have installed a 406 MHz beacon or if the 406 MHz beacon is not in use, other alternatives may be

considered, such as requiring an increased communication/reporting regime or making use of alternate alerting and locating devices that are equivalent to the 406 MHz capability

## 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

2035 (2012-11-19), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

### 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

The Contractor shall be paid in accordance with Annex B, Basis of Payment, attached.

#### 4.2 Financial Limitation Total

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **\$950,000.00** (Goods and Services Tax or Harmonized Sales Tax excluded) 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 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.

#### 4.3 Single Payment Per Call-up

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

#### 4.4 Payment by Credit Card

The following credit cards are accepted: \_\_\_\_\_ and \_\_\_\_\_.

## 5. Invoicing Instructions



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.

Each invoice must include :

- (a) details of work performed;
- (b) a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses if applicable;
- (c) a copy of project report if applicable.

2. Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the Project Authority as indicated in this document at the address shown on page 1 of the Contract for certification and payment.

**Invoices for Nova Scotia shall be sent to:**

Canadian Coast Guard (Fleet)  
50 Discovery Drive, 5<sup>th</sup> Floor  
P.O. Box 1000  
Dartmouth, NS  
B2Y 3Z8

**Invoices for Newfoundland and Labrador shall be sent to:**

Canadian Coast Guard (Fleet)  
P.O. Box 5667  
St. John's, Newfoundland  
A1C 5X1

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**ANNEX "A"****STATEMENT OF WORK**

**Work shall be performed in accordance with the following information:**

**For both Nova Scotia and Newfoundland Departures, it is requested that the attached list of Aboriginal Businesses be considered for providing services for this project.**

**REQUIREMENT #1 – HALIFAX BASED DEPARTURES****CHARTER AIRCRAFT:**

- Seating capacity and possible destinations are identified with the examples indicated within this document.
- Desired cargo capacity (over and above 190lbs per person and standard luggage of 50lbs per person) Max payload must be stipulated per segment.
- Aircraft should be turboprop or jet propelled
- Meet or exceed all associated rules, regulations, laws or acts governing aircraft and their crews including, but not restricted, to the Aeronautics Act and the Canadian Aviation Regulations.

**FLIGHT SCHEDULES:**

- Depart Halifax International generally 0800 hours of day of scheduled flight unless otherwise specified.
- Date, time, passenger manifest, and cargo will be confirmed within 24-hours of departure.
- Time estimates (indicated in minutes) must be provided for all flights and station stops, including fuel, as well as arrival/departure times (24hr clock using station local time) must be provided with response documents.
- ON average, the Canadian Coast Guard requires an aircraft layover period of three hours at destination. Authorization to depart lies with the Senior on-site CCG Representative (Commanding Officer in the case of CCG Ships)

**CHARTER SERVICE TO INCLUDE:**

- Appropriate cargo storage space for ship's stores. Packaging and/or handling requirements by the Air Carrier must be identified.
- The Supplier is to provide complete flight schedules, all flight numbers, local contact co-ordinator(s) and phone, fax and e-mail coordinates of their passenger and cargo loading agents at all destinations or stopovers within 24 hours prior to departure.

- 
- The Supplier is to provide regular and silent hours company contact numbers, **including dispatch center(s) and applicable e-mail addresses**. CCG generally will send notices by e-mail. Suppliers/Operators are responsible for providing documentation to their contacts that do not possess e-mail capability.
  - The Canadian Coast Guard must be notified and regularly updated, by the Supplier, of **any deviation greater than 30 minutes** from established flight time schedule and immediately if a destination or fuel stop change is required. During regular operating hours contact shall be with the Canadian Coast Guard – Atlantic Travel desk at 902-426-4613. During silent hours contact is through the Canadian Coast Guard Atlantic Authority listed within this document.
  - No alcoholic beverages are to be served on the charter flight.
  - ***Flight is to be solely for authorized CCG personnel, authorized passengers and associated gear. For security purposes no additional cargo or passengers will be permitted without clearance from the Canadian Coast Guard authorities indicated in this document.***

#### **CCG Atlantic Fixed Wing Aircraft Charters – Requirement #1**

***To provide aircraft equipment to transport CCG Personnel for the Canadian Coast Guard - Atlantic Region (Dartmouth), as indicated below but not restricted to the indicated locations(all flights are return). Type of equipment, maximum passengers, maximum payload, estimated flight time and fuel burn at maximum capacity.***

**Halifax NS/Charlottetown PEI**

**Halifax NS/Gaspé PQ**

**Halifax NS/St. John's NF**

**Halifax NS/Saint John NB**

**Halifax NS/Sydney NS**

**Halifax NS/Deer Lake NF**

**Halifax NS/Nain NF**

**Halifax NS/Mont Joli QC**

**Halifax NS/Matane QC**

#### **Number of Passengers \_\_\_\_\_**

5-7 Passengers

8-14 Passengers

15-30 Passengers

31-50 Passengers

#### **Note(s):**

**Canadian Coast Guard will confirm all itineraries and manifests within 24 hours of planned departure.**

**All destinations and dates are subject to operational requirements.**

Solicitation No. - N° de l'invitation

F5644-120093/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hal210

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

F5644-12-0093

HAL-2-69352

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**Embarkation / disembarkation may be achieved using a Fixed Base Operator.**

**STATEMENT OF REQUIREMENTS****REQUIREMENT #2 – ST. JOHN'S BASED DEPARTURES****CHARTER AIRCRAFT:**

- Seating capacity and possible destinations are identified with the examples indicated within this document.
- Desired cargo capacity (over and above 190lbs per person and standard luggage of 50lbs per person) Max payload must be stipulated per segment.
- Aircraft should be turboprop or jet propelled
- Meet or exceed all associated rules, regulations, laws or acts governing aircraft and their crews including, but not restricted, to the Aeronautics Act and the Canadian Aviation Regulations.

**FLIGHT SCHEDULES:**

- Depart St. John's International generally 0800 hours of day of scheduled flight unless otherwise specified.
- Date, time, passenger manifest, and cargo will be confirmed within 24-hours of departure.
- Time estimates (indicated in minutes) must be provided for all flights and station stops, including fuel, as well as arrival/departure times (24hr clock using station local time) must be provided with response documents.
- ON average, the Canadian Coast Guard requires an aircraft layover period of three hours at destination. Authorization to depart lies with the Senior on-site CCG Representative (Commanding Officer in the case of CCG Ships)

**CHARTER SERVICE TO INCLUDE:**

- Appropriate cargo storage space for ship's stores. Packaging and/or handling requirements by the Air Carrier must be identified.
- The Supplier is to provide complete flight schedules, all flight numbers, local contact co-ordinator(s) and phone, fax and e-mail coordinates of their passenger and cargo loading agents at all destinations or stopovers within 24 hours prior to departure.
- The Supplier is to provide regular and silent hours company contact numbers, **including dispatch center(s) and applicable e-mail addresses**. CCG generally will send notices by e-mail. Suppliers/Operators are responsible for providing documentation to their contacts that do not possess e-mail capability.
- The Canadian Coast Guard must be notified and regularly updated, by the Supplier, of **any deviation greater than 30 minutes** from established flight time schedule and immediately if a destination or fuel stop change is required. During regular operating hours contact shall be with the

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Canadian Coast Guard – Atlantic Travel desk at 709-772-5821. During silent hours contact is through the Canadian Coast Guard Atlantic Authority listed within this document.

- No alcoholic beverages are to be served on the charter flight.
- ***Flight is to be solely for authorized CCG personnel, authorized passengers and associated gear. For security purposes no additional cargo or passengers will be permitted without clearance from the Canadian Coast Guard authorities indicated in this document.***

### **CCG Atlantic Fixed Wing Aircraft Charters – Requirement #2**

***To provide aircraft equipment to transport CCG Personnel for the Canadian Coast Guard - Atlantic Region (St. John's), as indicated below but not restricted to the indicated locations(all flights are return). Type of equipment, maximum passengers, maximum payload, estimated flight time and fuel burn at maximum capacity.***

St. John's NL /Deer Lake NL  
St. John's NL /Stephenville NL  
St. John's NL /St. Anthony NL  
St. John's NL /Goose Bay NL

St. John's NL/Charlottetown PEI

St. John's NL/Halifax NS  
St. John's NL /Sydney NS

St. John's NL /Dalhousie NB

St. John's NL /Blanc Sablon QC  
St. John's NL /Gaspé QC  
St. John's NL /Mont Joli QC  
St. John's NL /Baggotville QC  
St. John's NL /Quebec City QC

### **Number of Passengers**

5-7 Passengers  
 8-14 Passengers  
 15-30 Passengers  
 31-50 Passengers

### **Note(s):**

**Canadian Coast Guard will confirm all itineraries and manifests within 24 hours of planned departure.**

**All destinations and dates are subject to operational requirements.**

**Embarkation / disembarkation may be achieved using a Fixed Base Operator.**

**Annex "B"****Basis of Payment**

**Pricing shall be submitted in accordance with the following:**

**Prices shall not include fuel, airport improvement fees, air travel security fee, any after hour airport call-out fees, or de-icing costs which shall be reimbursed at cost at time of charter flight, supported by receipts, with no allowance for overhead or profit. All prices are GST/HST extra. All prices shall include return flights.**

**Originating from Nova Scotia**

**Initial Period: For the Period July 1, 2013 up to and including June 30, 2015:**

| <b>Size of Plane:</b> | <b>Halifax/Charlottetown, PE</b> | <b>Halifax/Nain, NL</b> |
|-----------------------|----------------------------------|-------------------------|
| 5-7 passengers        | \$ _____                         | \$ _____                |
| 8-14 passengers       | \$ _____                         | \$ _____                |
| 15-30 passengers      | \$ _____                         | \$ _____                |
| 31-50 passengers      | \$ _____                         | \$ _____                |

| <b>Size of Plane:</b> | <b>Halifax/Gaspe, QC</b> | <b>Halifax/Deer Lake, NL</b> |
|-----------------------|--------------------------|------------------------------|
| 5-7 passengers        | \$ _____                 | \$ _____                     |
| 8-14 passengers       | \$ _____                 | \$ _____                     |
| 15-30 passengers      | \$ _____                 | \$ _____                     |
| 31-50 passengers      | \$ _____                 | \$ _____                     |

| <b>Size of Plane:</b> | <b>Halifax/St. John's, NL</b> | <b>Halifax/Sydney, NS</b> |
|-----------------------|-------------------------------|---------------------------|
| 5-7 passengers        | \$ _____                      | \$ _____                  |
| 8-14 passengers       | \$ _____                      | \$ _____                  |
| 15-30 passengers      | \$ _____                      | \$ _____                  |
| 31-50 passengers      | \$ _____                      | \$ _____                  |

| <b>Size of Plane:</b> | <b>Halifax/ Saint John, NB</b> | <b>Halifax/Mont Joli, QC</b> |
|-----------------------|--------------------------------|------------------------------|
| 5-7 passengers        | \$ _____                       | \$ _____                     |
| 8-14 passengers       | \$ _____                       | \$ _____                     |
| 15-30 passengers      | \$ _____                       | \$ _____                     |
| 31-50 passengers      | \$ _____                       | \$ _____                     |

| <b>Size of Plane:</b> | <b>Halifax/ Matane, QC</b> |
|-----------------------|----------------------------|
| 5-7 passengers        | \$ _____                   |
| 8-14 passengers       | \$ _____                   |
| 15-30 passengers      | \$ _____                   |
| 31-50 passengers      | \$ _____                   |

**A. TOTAL FOR INITIAL PERIOD 2013-2015 \$ \_\_\_\_\_**

**Option Period (if exercised) July 1, 2015 up to and including June 30, 2017 :**

| <b>Size of Plane:</b> | <b>Halifax/Charlottetown, PE</b> | <b>Halifax/Nain, NL</b> |
|-----------------------|----------------------------------|-------------------------|
| 5-7 passengers        | \$ _____                         | \$ _____                |

|                  |          |          |
|------------------|----------|----------|
| 8-14 passengers  | \$ _____ | \$ _____ |
| 15-30 passengers | \$ _____ | \$ _____ |
| 31-50 passengers | \$ _____ | \$ _____ |

|                       |                          |                              |
|-----------------------|--------------------------|------------------------------|
| <b>Size of Plane:</b> | <b>Halifax/Gaspe, QC</b> | <b>Halifax/Deer Lake, NL</b> |
| 5-7 passengers        | \$ _____                 | \$ _____                     |
| 8-14 passengers       | \$ _____                 | \$ _____                     |
| 15-30 passengers      | \$ _____                 | \$ _____                     |
| 31-50 passengers      | \$ _____                 | \$ _____                     |

|                       |                               |                           |
|-----------------------|-------------------------------|---------------------------|
| <b>Size of Plane:</b> | <b>Halifax/St. John's, NL</b> | <b>Halifax/Sydney, NS</b> |
| 5-7 passengers        | \$ _____                      | \$ _____                  |
| 8-14 passengers       | \$ _____                      | \$ _____                  |
| 15-30 passengers      | \$ _____                      | \$ _____                  |
| 31-50 passengers      | \$ _____                      | \$ _____                  |

|                       |                                |                              |
|-----------------------|--------------------------------|------------------------------|
| <b>Size of Plane:</b> | <b>Halifax/ Saint John, NB</b> | <b>Halifax/Mont Joli, QC</b> |
| 5-7 passengers        | \$ _____                       | \$ _____                     |
| 8-14 passengers       | \$ _____                       | \$ _____                     |
| 15-30 passengers      | \$ _____                       | \$ _____                     |
| 31-50 passengers      | \$ _____                       | \$ _____                     |

|                       |                            |
|-----------------------|----------------------------|
| <b>Size of Plane:</b> | <b>Halifax/ Matane, QC</b> |
| 5-7 passengers        | \$ _____                   |
| 14 passengers         | \$ _____                   |
| 15-30 passengers      | \$ _____                   |
| 31-50 passengers      | \$ _____                   |

**A. TOTAL FOR OPTION PERIOD 2015-2017** \$ \_\_\_\_\_

**GRAND TOTAL THE INITIAL PERIOD PLUS THE OPTION PERIOD, A and B FOR EVALUATION PURPOSES: \$ \_\_\_\_\_**

### Travel and Living Expenses

The Contractor shall be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive ([http://www.tbs-sct.gc.ca/pubs\\_pol/hrpubs/TBM\\_113/td-dv\\_e.asp](http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv_e.asp)), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". All travel must have the prior authorization of the Project Authority. All payments are subject to government audit.

### Originating from Newfoundland

**Initial Period: For the Period July 1, 2013 up to and including June 30, 2015:**

|                       |                                |                                    |
|-----------------------|--------------------------------|------------------------------------|
| <b>Size of Plane:</b> | <b>St. John's/Deer Lake,NL</b> | <b>St. John's/Stephenville, NL</b> |
| 5-7 passengers        | \$ _____                       | \$ _____                           |
| 8-14 passengers       | \$ _____                       | \$ _____                           |
| 15-30 passengers      | \$ _____                       | \$ _____                           |
| 31-50 passengers      | \$ _____                       | \$ _____                           |



**Size of Plane:****St. John's/St. Anthony, NL****St. John's/GooseBay, NL**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Charlottetown PE****St. John's/Halifax, NS**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Sydney, NS****St. John's/Dalhousie, NB**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Blanc Sablon, QC,****St. John's/Gaspe, QC**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Mont Jolie, QC****St. John's/Baggotville, QC**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Quebec City, QC**

5-7 passengers

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

**A. TOTAL FOR INITIAL PERIOD 2013-2015 \$ \_\_\_\_\_****Option Period (if exercised) July 1, 2015 up to and including June 30, 2017 :****Size of Plane:****St. John's/Deer Lake, NL****St. John's/Stephenville, NL**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/St. Anthony, NL****St. John's/GooseBay, NL**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Charlottetown PE****St. John's/Halifax, NS**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Sydney, NS****St. John's/Dalhousie, NB**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Blanc Sablon, QC, St. John's/Gaspe, QC**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Mont Jolie, QC****St. John's/Baggotville, QC**

5-7 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Size of Plane:****St. John's/Quebec City, QC**

5-7 passengers

\$ \_\_\_\_\_

8-14 passengers

\$ \_\_\_\_\_

15-30 passengers

\$ \_\_\_\_\_

31-50 passengers

\$ \_\_\_\_\_

**TOTAL FOR OPTION PERIOD 2015-2017 \$ \_\_\_\_\_****GRAND TOTAL THE INITIAL PERIOD PLUS THE OPTION PERIOD, A and B FOR EVALUATION PURPOSES: \$ \_\_\_\_\_**

| BUSINESS NAME                           | PHONE       | E-MAIL                                   |
|---|-------------|--|
| Air Nunavut Limited                     | 613-7387201 | airnunavut@northwestel.net               |
| Atlantic Helicopter Ltd                 | 506-4469390 | wama@nb.sympatico.ca                     |
| Capital Helicopters (1995) Inc.         | 867-6686200 | capitalheli@northwestel.net              |
| Denendeh Helicopters Ltd.               | 867-6690580 | john@greatslaveheli.com                  |
| Det'on Cho Corporation                  | 867-8736533 |  |
| DK Helicropper Int'l Ltd                | 604-8572250 | info@helicropper.com                     |
| Lakeshore Helicopters Ltd.              | 780-7143665 | mikecardinal@lakeshorecontractingltd.com |
| Lynn Lake Air Services, Ltd.            | 204-7672330 | garry@nueltinfishinglodges.com           |
| Nunami Helicopter Transport Corporation | 866-4129894 | lavoym@htsc.ca                           |
| Nunavik Rotors Inc.                     | 819-9641185 | pduncan@nunavikrotors.com                |
| Sarvair Aviation                        | 250-7917322 | sarvair@shaw.ca                          |
| Tribal Logistics Inc                    | 705-2725755 | peggy@triballogistics.ca                 |
| Wendake Hélicoptère Inc                 | 418-8437272 | info@wendakehelicoptere.com              |

| WEB   | ADDRESS   | CITY          | PROVINCE | POSTAL CODE |
|---|---|---------------|----------|-------------|
|   | Hangar 1 - 10 Lindberg Private Ottawa International Airport | OTTAWA        | ON       | K1V1H7      |
|   | 5 Pinegrove Dr.   | BURTON        | NB       | E2V4J2      |
| <a href="http://www.capitalhelicopters.com">http://www.capitalhelicopters.com</a>     | 3-25 Pilgrim Pl.  | WHITEHORSE    | YT       | Y1A6E6      |
| <a href="http://www.greatslaveheli.com">http://www.greatslaveheli.com</a>             | 22 Yellowknife Airport                                      | YELLOWKNIFE   | NT       | X1A3T2      |
|   | 901 Sikyea Tili   | YELLOWKNIFE   | NT       | X1A2N9      |
| <a href="http://www.helicropper.com">http://www.helicropper.com</a>                   | 29325 Marsh McCormick Rd                                    | ABBOTSFORD    | BC       | V4X2B4      |
| <a href="http://www.lakeshorehelicopters.com">http://www.lakeshorehelicopters.com</a> | 14 Crescent Heights   | FORT MCMURRAY | AB       | T9H1L6      |
| <a href="http://www.nueltin.com">http://www.nueltin.com</a>                           |   |               |          |             |
| <a href="http://www.htsc.ca">http://www.htsc.ca</a>                                   | 41, 4th Ave   | RANKIN INLET  | NU       | X0C0G0      |
| <a href="http://www.nunavikrotors.com">http://www.nunavikrotors.com</a>               |   |               |          |             |
| <a href="http://www.sarvair.com">http://www.sarvair.com</a>                           |   |               |          |             |
|   | 14 Woods Ave  | MOOSE FACTORY | ON       | P0L1W0      |
|   |   |               |          |             |