

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

**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada  
PO Box 1408, Room 100  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3C 2Z1  
Bid Fax: (204) 983-0338**

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

Regional Master Standing Offer (RMSO)

Offre à commandes maître régionale (OCMR)

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

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

## Comments - Commentaires

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada - Western  
Region  
PO Box 1408, Room 100  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3C 2Z1

<b>Title - Sujet</b> Aircraft Components SOA	
<b>Solicitation No. - N° de l'invitation</b> W7006-12SP08/B	<b>Date</b> 2012-09-11
<b>Client Reference No. - N° de référence du client</b> W7006-12SP08	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$WPG-207-8188
<b>File No. - N° de dossier</b> WPG-1-34479 (207)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-09-24</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Central Daylight Saving Time CDT
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Parker, LaVona	<b>Buyer Id - Id de l'acheteur</b> wpg207
<b>Telephone No. - N° de téléphone</b> (204)984-2351 ( )	<b>FAX No. - N° de FAX</b> (204)983-7796
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE 17 WING WINNIPEG 715 WIHURI ROAD BLDG 129, MDC WINNIPEG MANITOBA R3J 3Y5 Canada	
<b>Security - Sécurité</b> This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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## TABLE OF CONTENTS

### PART 1 - GENERAL INFORMATION

1. Introduction
2. Summary
3. Debriefings

### PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Offers
3. Enquiries - Request for Standing Offers
4. Applicable Laws

### PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

### PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

### PART 5 - CERTIFICATIONS

1. Code of Conduct Certifications - Consent to a Criminal Record Verification
2. Certifications Precedent to Issuance of a Standing Offer

### PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

#### A. STANDING OFFER

1. Offer
2. Standard Clauses and Conditions
3. Term of Standing Offer
4. Authorities
5. Identified Users
6. Call-up Instrument
7. Limitation of Call-ups
8. Financial Limitation
9. Priority of Documents
10. Certifications
11. Applicable Laws

Solicitation No. - N° de l'invitation

W7006-12SP08/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

wpg207

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

W7006-12SP08

File No. - N° du dossier

WPG-1-34479

CCC No./N° CCC - FMS No/ N° VME

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## **B. RESULTING CONTRACT CLAUSES**

1. Requirement
2. Standard Clauses and Conditions
3. Term of Contract
4. Payment
5. Invoicing Instructions
6. Insurance Requirements
7. SACC Manual Clauses
8. Military Aviation Replacement Parts- Airworthiness Documentation

### **List of Annexes:**

Annex A	Requirement / Basis of Payment
Annex B	Periodic Usage Reporting Form

## PART 1 - GENERAL INFORMATION

### 1. Introduction

The Request for Standing Offers (RFSO) is divided into six 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, the security requirement, if applicable, and the basis of selection;

Part 5: Certifications: includes the certifications to be provided;

Part 6: 6A, Standing Offer, and 6B, Resulting Contract Clauses:

Part 6A: includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

Part 6B: 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 Requirement / Basis of Payment and Periodic Usage Reporting Form.

### 2. Summary

- (i) The Department of National Defence has a requirement for a Regional Individual Standing Offer for the supply and delivery of DASH-8 Aircraft Spares, including Tires, Wheels, Brakes, Engine Items, and Consumable Items, to DND in Winnipeg, on an "as required" basis.
- (ii) The Department of National Defence - 402 Sqn at 17 Wing Winnipeg will be able to use this Standing Offer.
- (iii) The Standing Offer will be valid for a period of three (3) years with an additional two (2) - one (1) year option periods.
- (iv) It is anticipated that the amount that will be spent on this standing offer will be **\$ 350,000.00** per year.
- (v) There is no security requirement associated with this Standing Offer.
- (vi) The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

Solicitation No. - N° de l'invitation

W7006-12SP08/B

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wpg207

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File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W7006-12SP08

WPG-1-34479

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(vii) pursuant to section 01 of Standard Instructions 2006 and 2007, a Consent to a Criminal Record Verification form, must be submitted with the offer, by Request for Standing Offers closing date, for each individual who is currently on the Offeror's Board of Directors.

### 3. Debriefings

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of notification that their offer was unsuccessful. The debriefing may be provided 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 (2012-07-11) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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

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

#### 1.1 SACC Manual Clauses

ID	Title	Date
M0019T	Firm Price and/or Rates	2007-05-25
M1004T	Materiel	2011-05-16

#### 1.1.1 Military Aviation Replacement Parts - Condition and Certification of Deliverables End Items

The following categories do not apply to standard and commercial parts. Standard parts consist of common hardware parts and raw materials, not necessarily designed for aviation use, produced to recognized industry or government specifications, which are available without proprietary limitations (such as Society of Automotive Engineers (SAE), National Aerospace Standard (NAS), Army-Navy Aeronautical Standard (AN), and Military Standard (MS) hardware items). Commercial parts consist of common non-aeronautical parts produced to recognized industry specifications and available on the commercial market. Deliverable standard and commercial parts must be in a new condition.

#### 1. Category #1 - New Materiel

Deliverable end items to be manufactured or which have been manufactured but not used, which are supplied by:

- the owner of the design or manufacturing rights to the items; or
- the authorized manufacturer or agent/distributor of the owner of the design or manufacturing rights to the items; or
- distributors approved by Transport Canada (TC) or accredited by the Aviation Suppliers Association, for parts that have an application to a civilian type certified aircraft; or

d. maintenance organizations approved/accredited by TC, the Department of National Defence (DND)/Canadian Forces Technical Airworthiness Authority or repair stations certified by the Federal Aviation Administration (FAA).

## 2. Category #2 - New Surplus Materiel

Deliverable end items, unused and supplied by an entity other than Category #1 sources. Full traceability documentation back to the owner of the design or manufacturing rights to the items or their authorized manufacturer or agent/distributor is required.

## 3. Category #3 - Other Condition

Any deliverable end item condition other than Category # 1 or Category #2. Should the Bidder be offering deliverable end items in Category #3, a complete description of the item's condition and all available traceability documentation is required with the bid. Bids containing parts identified in this category are subject to evaluation by Canada.

### Deliverable End Item Grid

Bidders must indicate the NATO Supply Code for Manufacturers or Commercial And Government Entity (NSCM/CAGE) code of the manufacturing entity under the appropriate category of the grid. For example, if a bidder is offering a Category #1 item(s), it must indicate the NSCM number under that category as per the example below. Bidders may use additional pages to provide the complete description called up under Category #3 if necessary.

Item	Category 1 New Materiel	Category 2 New Surplus Materiel	Category 3 Other Condition
For example:	NSCM: ABC12 Name: PWGSC		
1			
2			
3			

### Requirements for Airworthiness Certification

The requirements for airworthiness certification do not apply to the provision of standard and commercial parts. Standard and commercial parts must be accompanied by a packing slip that identifies the name and address of the supplier, the NATO stock number, identification of the manufacturing standard (e.g. SAE, NAS, AN, MS) and/or manufacturer's part number and model number as applicable; quantity, identification of the lot or batch number if applicable; and the cure date/shelf life if applicable.

Bidders are advised that it will be a requirement of the resulting Contract to provide with each item, supplied under the resulting Contract, a Certificate of Conformance, or certified true copies as specified herein:

1. Category #1 and #2 military unique aviation replacement parts must have an Original Equipment Manufacturer (OEM) or an OEM's approved manufacturer's Certificate of Conformance, which includes all the following information:

- a. positive identification of the item by type, class, style, grade, model, part number, description, nomenclature and/or serial number, as applicable;
- b. either the following certification, or a similarly worded statement, signed by an authorized inspector, that satisfies the intent of the following:

"I certify that the aeronautical product described here conforms to the applicable design data and is in a condition for safe operations."

- c. identification of both the authorized signatory and the organization.

2. Category #1 and #2 items, which have an application to a civilian type certified aircraft, must be supplied with a Certificate of Conformance, namely:

- a. form TCCA 24-0078, Authorized Release Certificate, signed by a TC authorized inspector, within the two (2) years before contract award;
- b. FAA Form 8130-3, Airworthiness Approval Tag, or a FAA Form 8130-4, Export Certificate of Airworthiness, signed by a FAA authorized inspector, within the two (2) years before contract award;
- c. Joint Aviation Authorities (JAA) Form One, Authorised Release Certificate, signed by a JAA authorized inspector, within the two (2) years before contract award;
- d. European Aviation Safety Agency (EASA) Form One, Authorized Release Certificate, signed by an EASA authorized inspector, within the two (2) years before contract award; or
- e. OEM's or OEM's approved manufacturer's Certificate of Conformance; which includes:
  - i. positive identification of the item by type, class style, grade, model, part number, description, nomenclature, and/or serial number, as applicable;
  - ii. either the following certification, or a similarly worded statement, signed by an authorized inspector, that satisfies the intent of the following:

"I certify that the aeronautical product described here conforms to the applicable design data and is in a condition for safe operations".

- iii. identification of both the authorized signatory and organization.

3. Bidders must specify which one of the documents identified above will be provided for each item required to be supplied in response to the bid solicitation.

### **1.1.2 Military Aviation Replacement Parts - Substitutes and Traceability**

The Part Number and NATO Supply Code for Manufacturers (NSCM(s), or the Commercial And Government Entity (CAGE) code indicated in the bid solicitation are the only ones known to the Department of National Defence that meet the form, fit and function requirements of the Original Equipment Manufacturer (OEM) approved type design of the aircraft in which they will be installed.

If the Bidder proposes to supply any part with an alternative Part Number or NSCM/CAGE code, the Bidder must provide, either with its bid or within three (3) working days following receipt of a request from the Contracting Authority, all the technical information (e.g. drawings, specifications, engineering reports, and/or test reports) necessary to clearly demonstrate that the part proposed has the form, fit and function characteristics equivalent to the Part Number(s) and NSCM/CAGE code(s) specified in the bid solicitation. Failure to provide the required technical information will result in the bid being declared non-responsive with respect to any part for which such information was requested.



If a part is not manufactured by the OEM of the aircraft, then it must be manufactured by an authorized supplier to the OEM or by the original manufacturer of the part chosen for use by the OEM of the aircraft (or the successor of or licensed by that original manufacturer). Canada reserves the right to verify with the OEM of the aircraft that the manufacturer of a part proposed is in fact authorized by the OEM to produce that part or supplies that part to the OEM.

If the Bidder proposes to supply any part with an alternative Part Number or NSCM/CAGE code, the Bidder must provide the following substitution notice fully completed.

## SUBSTITUTION NOTICE

- 1 Item Number: \_\_\_\_\_
2. Original Technical Data (as referenced below):
  - a. Part Number: \_\_\_\_\_
  - b. NSCM/CAGE code: \_\_\_\_\_
  - c. Other: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
3. Proposed Change(s)
  - a. Part Number: \_\_\_\_\_
  - b. NSCM/CAGE code: \_\_\_\_\_
  - c. Other: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
4. Reason for Change/Supporting Data:
   
 \_\_\_\_\_  
 \_\_\_\_\_

The Bidder is advised that availability and retention of records of the manufacturer sufficient to constitute proof of origin will be a condition of the resulting Contract.

## 2. Submission of Offers

Offers must be submitted only to Public Works and Government Services (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 at least five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the 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 by the laws in force in Manitoba.

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

## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 1. Offer Preparation Instructions

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

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and

- 
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

**Section I: Technical Offer**

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

**Section II: Financial Offer**

Offerors must submit their financial offer in accordance with Annex "A" - Requirement / Basis of Payment. The total amount of Goods and Services Tax or Harmonized Sales Tax is to be shown separately, if applicable.

**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.

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## **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**

- a) Ability to perform the full scope of the work as described in the Requirement / Basis of Payment at Annex "A".
- b) Provision of pricing as requested under Annex "A" - Requirement / Basis of Payment, including pricing for a minimum number of the items specified for each Category.

### **1.2 Financial Evaluation**

See Annex "A", Requirement / Basis of Payment, PRICING.

#### **1.2.1 Exchange Rate Fluctuation**

The requirement does not provide for exchange rate fluctuation protection. Any request for exchange rate fluctuation protection will not be considered and will render the Offer non-responsive.

### **2. Basis of Selection**

An offer must comply with the requirements of the Request for Standing Offers (RFSO) to be declared responsive.

Offers will be evaluated on a lowest aggregate basis. To be deemed compliant, it will be mandatory for Offerors to provide pricing for all items to be evaluated.

The lowest aggregate priced responsive bid will be recommended for issuance of a Standing Offer.

## PART 5 - CERTIFICATIONS

Offerors must provide the required certifications to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications 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 the 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 or to comply with the request of the Standing Offer Authority for additional information will also render the offer non-responsive.

### 1. Code of Conduct Certifications - Consent to a Criminal Record Verification

1.1 Offerors must submit as part of their offer, by Request for Standing Offers closing date:

(a) a complete list of names of all individuals who are currently directors of the Offeror;

(b) a properly completed and signed form Consent to a Criminal Record Verification (PWGSC-TPSGC 229), for each individual named in the list.

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

The certifications listed below should be submitted with the offer, but may be completed and submitted afterwards. If any of these required certifications is not completed or 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 requirements within that time period will render the offer non-responsive.

#### 2.1 Federal Contractors Program - Certification

##### Federal Contractors Program - \$200,000 or more

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, 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, 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).

Further information on the FCP-EE is available on the following HRSDC Web site: <http://www.hrsdc.gc.ca/en/labour/equality/fcp/index.shtml>.

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## PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 1. Offer

The Offeror offers to fulfill the requirement in accordance with the Requirement / Basis of Payment 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 (2012-07-16) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

##### 2.2 Standing Offers Reporting

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

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

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

#### Quarterly periods are defined as follows:

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

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

### 3. Term of Standing Offer

#### 3.1 Period of Standing Offer

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

### 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 an additional two (2) - one (1) year extension periods, under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

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

## 4. Authorities

### 4.1 Standing Offer Authority

The Standing Offer Authority for the Standing Offer is:

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

Telephone: 204-984-2351  
Facsimile: 204-983-7796  
E-mail address: lavona.parker@pwgsc.gc.ca

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

### 4.2 Project Authority

The Project Authority for the Standing Offer is: **TBD**

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

### 4.3 Offeror Contacts

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

E-mail: \_\_\_\_\_

## 5. Identified Users

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



## 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" or electronic document.

## 7. Limitation of Call-ups

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

## 8. Financial Limitation

### 8.1 Financial Limitation - Total

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of **\$TBD** (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 (2012-07-16), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010A (2012-07-16) General Conditions - Goods (Medium Complexity);
- e) Annex A - Requirement / Basis of Payment;
- f) the Offeror's offer dated **TBD**.

## 10. Certifications

### 10.1 Compliance

Compliance with the certifications 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 or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

**11. SACC Manual Clauses**

<b>ID</b>	<b>Title</b>	<b>Date</b>
M3000C	Price Lists	2006-08-15

**12. Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed by the laws in force in Manitoba.

**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. Requirement**

The Contractor must provide the items detailed in the call-up against the Standing Offer.

**2. Standard Clauses and Conditions****2.1 General Conditions**

2010A (2012-07-16) General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16 (2008-12-12) Interest on Overdue Accounts, of 2010A (2012-07-16), General Conditions - Medium Complexity - Goods will not apply to payments made by credit cards at point of sale.

**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.

**3.2 Delivery Requirements**

Delivery of the items shall be completed by the date stipulated in each individual call-up as per the following: AOGs within 24 hours; IMMEDIATE within two (2) days; URGENT within seven (7) days; All other requirements within fourteen (14) days. In the event the target date cannot be met, the Offer shall notify the DND Project Authority referred to herein, as to the earliest possible delivery date.

**4. Payment****4.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s), as specified in Annex A, Requirement / Basis of Payment. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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

#### 4.2 Limitation of Price

SACC Manual clause C6000C (2007-05-25), Limitation of Price

#### 4.3 Method of Payment

SACC Manual clause H1001C (2008-05-12), Multiple Payments

#### 4.4 SACC Manual Clauses

ID	Title	Date
C2000C	Taxes - Foreign-based Contractor	2007-11-30
C5201C	Prepaid Transportation Costs	2008-05-12

#### 4.5 Payment by Credit Card

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

#### 5. 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.

#### 6. Insurance Requirements

SACC Manual Clause G1005C (2008-05-12), Insurance

#### 7. SACC Manual Clauses

ID	Title	Date
A0301C	Military Aviation Replacement Parts - Maintenance of Records	2007-05-25
A9006C	Defence Contract	2008-05-12
B7500C	Excess Goods	2006-06-16
C2608C	Canadian Customs Documentation	2010-08-16
D5328C	Inspection and Acceptance	2007-11-30
D5510C	Quality Assurance Authority (DND) - Canadian-based Contractor	2011-05-16
D5515C	Quality Assurance Authority (DND) - Foreign-based and United States Contractor	2010-01-11
D5540C	ISO 9001:2008 Quality Management Systems - Requirements (QAC Q)	2010-08-16
D5580C	Civil Aircraft Inspection (QAC J)	2007-11-30

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## 8. Military Aviation Replacement Parts- Airworthiness Documentation

The Contractor must provide the following airworthiness documentation, enclosed in the shipment or attached to the part:

At least one of the following must be included:

- i) Transport Canada Civil Aviation (TCCA) Form 24-0078, Authorized Release Certificate;
- ii) Federal Aviation Authority (FAA) Form 8130-3, Airworthiness Approval Tag;
- iii) Federal Aviation Authority (FAA) 8130-4, Export Certificate of Airworthiness;
- iv) Joint Aviation Authority (JAA) Form One, Authorized Release Certificate;
- v) DND Form, CF 1280, Certificate of Inspection or Release, for standard and commercial parts;
- vi) DoD Form 250, Materiel Inspection and Receiving Report, for standard and commercial parts;
- vii) A packing slip or shipping document, that accompanies a part, or packaging/ labelling that identifies the manufacturer, the manufacturing standard and/or manufacturer's part number and model number, as applicable, and identification of the lot or batch number, and cure date/ shelf life, if applicable.
- viii) Other approved documentation that provides the minimum information required. (The C of C will identify the source of supply and will include as a minimum, a positive identification of the item by part number, modification status, nomenclature, and serial number if applicable)

**ANNEX A****REQUIREMENT / BASIS OF PAYMENT****BACKGROUND**

402 Squadron (402 Sqn), operating at 17 Wing in Winnipeg, Manitoba, operates four CT 142 aircraft for the purpose of supporting basic Air Navigator training. The CT 142 is a modified civilian Dash 8 model 102 aircraft (DHC-8-102).

**REQUIREMENT**

The Department of National Defence has a requirement for a Regional Individual Standing Offer for the supply and delivery of DASH-8 Aircraft Spares, to Department of National Defence - 402 Sqn at 17 Wing Winnipeg, on an "as required" basis.

**BASIS OF PAYMENT**

Offerors must provide Prices as listed in their regular, seasonal and sale catalogues, and/or current published price lists at time of ordering, less discount offered or manufacturer's price list plus a mark-up (not both), of the following categories:

<b>Rates for initial Standing Offer Period (estimated 01 Aug 2012 - 31 July 2015)</b>		
<b>Category</b>	<b>Less Discount (%)</b>	<b>Plus Mark-up (%)</b>
Category 1: Tires, Wheels, and Brakes		
Category 2: Airframes		
Category 3: Miscellaneous Electrical/Engine/Avionics		

***Note: Completion of the table above is MANDATORY. Please complete the applicable column based on the discount or mark-up offered per category. If discount or mark-up offered is "None", Offerors must indicate 0% in the appropriate column. Failure to quote in accordance with these instructions will disqualify an offer from consideration.***

**Rates for Option Periods:**

In addition to the firm discount or mark-up rates offered for the initial Standing Offer period, the Offeror is required to provide the same firm rates for the subsequent two, (1) year option periods should the Standing Offer be authorized for use beyond the initial period.

**Price Certification**

The Offeror certifies that the price quoted is not in excess of the lowest price charged anyone else, including the Offeror's most favored customer, for like quality and quantity of the products/services and does not include an element of profit on the sale in excess of that normally obtained by the Offeror on the sale of products/services of like quality and quantity.

**EVALUATION LIST OF ITEMS:**

The list of items herein is a **sample representation** of some of the items that may be called-up against this Standing Offer and is **established for evaluation purposes only.**

The items quoted must be in New, Serviceable Condition -category:

**Miscellaneous Electrical/Engine/Avionics**

**PRICING**

1) Offerors must provide pricing as per unit of issue requested. Should there be an error in the extended pricing of the Offeror's proposal, the unit pricing shall prevail and the extended pricing shall be corrected in the evaluation. Any errors in the quantities of the bidders' proposal shall be changed to reflect the quantities stated in the RFSO.

2) Offerors are required to price **all items**.

3) Offerors are to quote prices in accordance with their current published price list in effect on the date of tender closing.

4) Offerors must quote the price, EXCLUSIVE of discount or mark-up and must quote either a discount or a mark-up (not both) for each category. For evaluation purposes, the discount or mark-up will be applied to the pricing to reflect the Total Evaluation Price. If discount or mark-up is "None", bidders must indicate either \$0.00 or 0%.

5) Offers will be evaluated on a lowest aggregate basis.

\*Note: Delivery charges will not be evaluated and should not be included. Delivery charges are to be prepaid by the Offeror and shown as a separate item on the invoice supported by a certified copy of the prepaid transportation bill of lading. Delivery will be FOB Destination, 402 Squadron, 17 Wing Winnipeg.

**SUBSTITUTES OFFERED:**

If the Bidder proposes to supply any part with an alternative Part Number or NSCM/CAGE code, the Bidder must notate the substitute part number and complete the substitution notice found in **PART 2 - OFFEROR INSTRUCTIONS, Section 1.1.2 Military Aviation Replacement Parts - Substitutes and Traceability.**

**CATEGORY #3: MISCELLANEOUS Electrical/Engine/Avionics****(8 Items)****\*Offerors must provide pricing for all items under this category to be considered responsive for Category # 3 (Miscellaneous Electrical / Engine / Avionics)\*****#1 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
CH34406	Igniter	15	\$
Extended Price: 15 x Unit Price =			\$
Less Discount (-) or Plus Mark-up (+) <i>*Indicate discount or mark-up to be applied to the evaluation price</i>			\$
Total Evaluation Price (#1):			\$

**#2 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
3117292-02	Igniter	15	\$
Extended Price: 15 x Unit Price =			\$
Less Discount (-) or Plus Mark-up (+) <i>*Indicate discount or mark-up to be applied to the evaluation price</i>			\$
Total Evaluation Price (#2):			\$

**#3 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
MS25083-7BB8	Lead, Electrical	50	\$
Extended Price: 50 x Unit Price =			\$
Less Discount (-) or Plus Mark-up (+) <i>*Indicate discount or mark-up to be applied to the evaluation price</i>			\$
Total Evaluation Price (#3):			\$

Solicitation No. - N° de l'invitation

W7006-12SP08/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

wpg207

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W7006-12SP08

WPG-1-34479

**#4 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
BR9000-21	Lamp, Ballast	10	\$ _____
Extended Price: 10 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+) <i>*Indicate discount or mark-up to be applied to the evaluation price</i>			\$ _____
Total Evaluation Price (#4):			\$ _____

**#5 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
30-0191-10	Light	5	\$ _____
Extended Price: 5 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+) <i>*Indicate discount or mark-up to be applied to the evaluation price</i>			\$ _____
Total Evaluation Price (#5):			\$ _____

**#6 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
3114795-03	Wiring Harness	1	\$ _____
Extended Price: 1 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+) <i>*Indicate discount or mark-up to be applied to the evaluation price</i>			\$ _____
Total Evaluation Price (#6):			\$ _____

**#7 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
804710DH	Altimeter	1	\$ _____
Extended Price: 1 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+) <i>*Indicate discount or mark-up to be applied to the evaluation price</i>			\$ _____
Total Evaluation Price (#7):			\$ _____



Solicitation No. - N° de l'invitation

W7006-12SP08/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

wpg207

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W7006-12SP08

WPG-1-34479

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**#8 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
7004544-312	Generator	1	\$ _____
Extended Price: 1 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+)			\$ _____
Total Evaluation Price (#8):			\$ _____

**#9 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
85720093-101	Lens Assy-Inhb LH	4	\$ _____
Extended Price: 4 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+)			\$ _____
Total Evaluation Price (#9):			\$ _____

**#10 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
MS25242-Q4559	Lamp Landing Light	2	\$ _____
Extended Price: 2 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+)			\$ _____
Total Evaluation Price (#10):			\$ _____

**#11 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
87610141-003	Rod Assy-Push	2	\$ _____
Extended Price: 2 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+)			

Solicitation No. - N° de l'invitation

W7006-12SP08/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

wpg207

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W7006-12SP08

WPG-1-34479

	\$ _____
Total Evaluation Price (#11):	\$ _____

**#12 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
87800102-053	Shroud Assy-Top Half Aft	1	\$ _____
Extended Price: 1 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+)			\$ _____
Total Evaluation Price (#12):			\$ _____

**#13 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
87800078-011	Shroud Assy-Top Half Fwd	1	\$ _____
Extended Price: 1 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+)			\$ _____
Total Evaluation Price (#13):			\$ _____

**#14 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity	Unit Price
15J67-1	Coupling Assy-Failsafe	6	\$ _____
Extended Price: 6 x Unit Price =			\$ _____
Less Discount (-) or Plus Mark-up (+)			\$ _____
Total Evaluation Price (#14):			\$ _____

**#15 - MISCELLANEOUS Electrical/Engine/Avionics**

Part#	Description	Quantity
8SC0456-107	Blanket-Fwd Jet Pipe Middle Bottom	1

Solicitation No. - N° de l'invitation

W7006-12SP08/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

wpg207

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

W7006-12SP08

File No. - N° du dossier

WPG-1-34479

CCC No./N° CCC - FMS No/ N° VME

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Extended Price: 1 x Unit Price =

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Less Discount (-) or Plus Mark-up (+)

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Total Evaluation Price (#15):

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**ANNEX B****STANDING OFFER USAGE REPORT FORM**

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

**Quarterly Usage Report Schedule:**

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

Each Usage Report is to be comprised of:

a) Completed Call-ups:

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

<b>Supplier Name:</b>		<b>Contact Name / Number:</b>	
<b>Standing Offer Number:</b>		<b>Period Covered:</b>	

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

Solicitation No. - N° de l'invitation

W7006-12SP08/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

wpg207

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

W7006-12SP08

File No. - N° du dossier

WPG-1-34479

CCC No./N° CCC - FMS No/ N° VME

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(A+B) Total Accumulated Call-ups	
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**NIL REPORT:** We have not done any business with the federal government for this period [    ]

**Send Report to: LaVona Parker or Fax to: (204) 983-7796**