

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

**Bid Receiving Public Works and Government
Services Canada/Réception des
soumissions Travaux publics et Services
gouvernementaux Canada**
Building S-111
CFB Petawawa
Petawawa
Ontario
K8H 2X3
Bid Fax: (613) 687-6656

**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
Public Works and Government Services Canada Supply
and Services Operation
Petawawa Procurement
Building S-111
CFB Petawawa
Petawawa
Ontario
K8H 2X3

Title - Sujet SOA/Culverts & Guides	
Solicitation No. - N° de l'invitation W0107-11B311/A	Date 2012-06-15
Client Reference No. - N° de référence du client W0107-11CB311	GETS Ref. No. - N° de réf. de SEAG PW-\$PET-903-1189
File No. - N° de dossier PET-2-37052 (903)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-08-08	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Harrington, Mary-Lou	Buyer Id - Id de l'acheteur pet903
Telephone No. - N° de téléphone (613)687-0789 ()	FAX No. - N° de FAX (613)687-6656
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	
Security - Sécurité 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

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. 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 Procedures
7. Call-up Instrument
8. Limitation of Call-ups
9. Priority of Documents
10. Certifications
11. Applicable Laws

B. RESULTING CONTRACT CLAUSES

1. Requirement
2. Standard Clauses and Conditions
3. Term of Contract
4. Payment
5. Invoicing Instructions
6. Insurance

List of Annexes:

- Annex A Statement of Requirement
Annex B Basis of Payment

PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) template 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 to 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, 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:
- A: includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
- B: 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 Basis of Payment and Statement of Requirement

2. Summary

2.1 To establish a Regional Individual Standing Offer for the supply of all labour, tools, equipment, materials and supervision to **deliver and unload Culverts and Guide Rails Systems** (including associated fittings/accessories for both items) as per the attached Specification and Pricing Basis for the Base Construction Engineers at CFB Petawawa, Ontario.

2.2 Period of Standing Offer:

The Standing Offer will be from 01 September 2012 to 31 August 2015.

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 (<http://ccua-sac.tpsgc-pwgsc.gc.ca/pub/ach-eng.jsp>) Manual issued by Public Works and Government Services Canada (PWGSC).

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 (2012-03-02) Standard Instructions - 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 ten (10) 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 Ontario.

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: Offer (Request for Standing Offer)(1 hard copy)

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 environment 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 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: Offer (Request for Standing Offer)

In their offer, offerors are to complete and submit the fill-in pages of the RFSO document. Offerors are to ensure that that these pages are submitted with their offer for each period.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with Annex B 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.

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 financial evaluation criteria .

1.1. Evaluation

All offers must be completed in full and provide all of the information requested in the Request for Standing Offer to enable full and complete evaluation.

1.2 Financial Evaluation

Offers will be assessed to arrive at an aggregate value based on the estimated usage provided herein at Annex B, FOB Destination as indicated. The estimated usage provided herein is for the sole purpose of establishing an evaluation tool and are based only on best estimates. They may not reflect the actual usage and do not represent any commitment on the part of Canada.

The Offeror's Unit Prices will be multiplied by the corresponding estimated usage to arrive at an extended price. In the event that a bidder does not provide a price for any item PWGSC will, for assessment purposes only, substitute the highest price quoted (by another bidder) for the item for which they did not provide a quote. If all bidders fail to provide a price for a particular item, that item will be eliminated from the assessment. This will be for the purposes of obtaining an aggregate total for each bidder.

The aggregate value is the sum of all extended prices.

2. Basis of Selection

2.1 It is the intention of Canada to issue a single Standing Offer for this requirement to the compliant offeror whose proposal:

1. Offers the lowest aggregate value ; and
2. Meets all the Conditions Precedent to Issue of a Standing Offer (located in Part 5).

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. Certifications Precedent to Issuance of a Standing Offer

Offerors must submit the certifications as provided below:

1.1 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 requirements within that time period will render the offer non-responsive.

1.1.1 Federal Contractors Program for Employment Equity -Certification - over \$25,000 and below \$200,000

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal 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 bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.*

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

The Bidder 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;
- (d) () has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: _____.

Further information on the FCP is available on the HRSDC Web site.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex A.

2. Standard Clauses and Conditions

Solicitation No. - N° de l'invitation

W0107-11B311/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PET-2-37052

Buyer ID - Id de l'acheteur

pet903

CCC No./N° CCC - FMS No/ N° VME

W0107-11CB311

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 (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada (PWGSC).

2.1 General Conditions

2005(2012-03-02) 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 Standing Offer

The period for making call-ups against the Standing Offer is as follows:

From 01 September 2012 to 31 August 2015.

3.2 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*.

The quarterly periods are defined as follows:

1st quarter: December 1 to February 28;

2nd quarter: March 1 to May 31;

3rd quarter: June 1 to August 31;

and 4th quarter: September 1 to November 30.

The data must be submitted to the Standing Offer Authority no later than 10 calendar days after the end of the reporting period.

4. Authorities

4.1 Standing Offer Authority

The Standing Offer Authority for the Standing Offer is:

Mary Lou Harrington
Public Works and Government Services Canada
Petawawa Procurement
Bldg S-111, CFB Petawawa
Petawawa, Ontario K8H 2X3
Telephone: 613-687-0789 Facsimile: 613-687-6656
E-mail address: marylou.harrington@pwgsc.gc.ca

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0107-11B311/A

pet903

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W0107-11CB311

PET-2-37052

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 DND Project Authority

The DND Project Authority for the Standing Offer is:

(to be completed upon issue of the SOA)

The DND Contracting 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. Prior to the first call-up, the offeror may be requested to participate in a post-award meeting to discuss the procedures with the DND Contracting Authority.

4.3 Offeror Contacts:

Name and Telephone number of the person responsible for: **(to be completed by Offeror)**

General Enquiries:

_____ (name)
_____ (telephone number)
_____ (fax number)
_____ (email address)

Delivery Follow-up:

_____ (name)
_____ (telephone number)
_____ (fax number)
_____ (email address)

5. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is :
Base Construction Engineering, CFB Petawawa

6. Call-up Procedures

The Identified User will establish which items from Annex "B" are required for each call-up.

7. 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.

8. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$25,000.00 (Goods and Services Tax or Harmonized Sales Tax included).

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 (2012-03-02), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2012-03-02) Goods (Medium Complexity)
- e) Annex A - Specification;
- f) Annex B - Pricing Basis
- g) the Offeror's offer _____ (insert date of offer) (If the offer was clarified or amended, insert at the time of issuance of the offer: ", as clarified on _____" or ", as amended _____". (insert date(s) of clarification(s) or amendment(s) if applicable)

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

11. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed by the laws in force in _____. (The Standing Offer Authority must insert the name of the province or territory as specified by the Offeror in its offer).

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 (2012-03-02) General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

2.3 SACC Manual Clauses

A9062C Canadian Forces Site Regulations

2010-01-11

3. Term of Contract

3.1 Delivery Date

Delivery must be completed in accordance with the call-up against the Standing Offer.

4. Payment

4.1 Basis of Payment

1. The basis of payment attached hereto as Annex B shall be used to price any call-up made pursuant to this Standing Offer.

4.2 Price Adjustments, Metals

1. The prices detailed in the Contract are subject to upward or downward adjustment, according to changes at time of delivery, to allow for:

a) changes due to price adjustment in metal products that are a direct result of increased or decreased current base price imposed by the applicable metals commodity market. A copy of the Contractor's notification of base price increase or decrease from the metal producer must be provided to the Contracting Authority; and/or

b) imposition of any new or changes to any existing levies, tariffs or fees of whatsoever nature applicable to any metal product, authorized, imposed or agreed to by Canada or any provincial government or by any Governmental Regulatory Authority.

2. The contract price will be amended to reflect the actual increase or decrease at time of delivery. The Contractor must not invoice at prices other than those specified in the Contract.

4.3 SACC Manual Clauses

H1001C Multiple Payments

2008-05-12

4.4 Payment by Credit Card

The following credit card is accepted: _____.

OR

The following credit cards are accepted: _____ and _____.

5. Invoicing Instructions

5.1 Invoicing Requirements - CFB Petawawa

Only one (1) copy of the invoice is required and must show:

- a) the date
- b) name and address of the consignee
- c) DND's purchase order number and the Standing Offer number
- d) description of the goods

6. Insurance

SACC Manual clause G1005C (2008-05-12) Insurance

ANNEX A STATEMENT OF REQUIREMENT

2011-09-29

Specification for the Purchase of Culverts & Guide Rail Systems including associated fittings/accessories for both items.

CB311

1) Identification

- a) The requirement is to supply all labour, materials. Supervision, transportation and equipment required to supply and deliver and unload culvert and guide rail systems including accessories for both items, to CFB/ASU Petawawa ON. On an as and when requested basis.

2) Standards

- a) Canadian Standards Association (CSA)
- b) Underwriters' Laboratories of Canada (ULC)
- c) American National Standard Institute (ANSI)
- d) National Building Code of Canada
- e) National Fire Code of Canada
- f) American Standard for Testing and Materials (ASTM)
- g) Ontario Provincial Standards
 - i) Ontario Provincial Standards Specification 1504
 - ii) Ontario Provincial Standards Specification 1601
 - iii) Ontario Provincial Standards Specification 552
 - iv) Ontario Provincial Standards Drawings 912.101
 - v) Ontario Provincial Standards Drawings 912.140

3) Foreseeable Site Hazards

- a) Department of National Defence takes Health and Safety for all persons granted access to the workplace very seriously. In accordance with the Canada Labour Code part 2 "all reasonable care to ensure that all persons granted access to the workplace, other than the employer' employees, are informed of every known or foreseeable health and safety hazard to which they are likely to be exposed to in the workplace".
- b) BCE has developed a list of foreseeable hazards in Annex A.1. This is not an all-inclusive list because of the generic nature of this process and because we do not know the actual job at this time. At the time of call up against this requirement and as part of the Contractor Site Safety Briefing all hazards shall be identified by the site inspector and contractor representative for documentation and information for all workers.

-
- c) Access to the site is subject to the following restrictions: Troop movements, other regulations as laid down by the Base Commander and/or the Technical Authority; all possible steps will be taken to provide the Contractor with access to delivery area at all times. However, DND activity may require some closure of areas.

4) Administration

a) General

- i) A clear description of requirement will be provided to the contractor, as per annex "B" by the purchaser.
- ii) Invoices will contain the following:
- iii) Requirement Number and Requisition Number;
- iv) Bldg Number and or location of delivery;
- v) Material Cost and mark up as per annex "B";
- vi) Invoice must be dated plus Date material was delivered.

5) Delivery and Submissions

- a) All deliveries will Freight On Board FOB destination
- b) The packing slip will accompany the delivery and will be presented to the S-111 tool crib upon arrival. All packing slips will denote the work order number and the requisition number.
- c) Twenty four (24) hours notice is required prior to delivery.
- d) The contractor must note that all deliveries will be accepted only during the time of 0730 to 1130 and 1230 to 1530 Monday to Friday unless other wise directed.
- e) All special order items will be delivered within the agreed upon time that was settled upon at time of order. Special order items are items that cannot be found in Annex "B" pricing Basis A. Transportation may be an extra cost but must be quoted at the time of call-up.
- f) Contractor will advise upon award, the telephone number at which he or his representative may be reached at any time.
- g) All material request calls will be confirmed by a "Call-Up against a Standing Offer" requisition form issued by the purchaser.
- h) The Contractor will have in their possession a copy of the requisition form prior to arrival to CFB Petawawa and will report directly to the BCE tool crib S-111 with delivery.
- i) The requisition form will specify the type, quantity, sizes of culverts/guide rails to be delivered.
- j) The back ordered items will be delivered with as little time delay as possible, for common stocked material, delivery will be within seventy two (72) hours. For uncommon material, delays should not exceed one (1) week.
- k) There will be a requirement to forward deliver materials to the Mechanical Target Range (MTR) compound; however delivery person must always stop at BCE warehouse at S-111 first to present the packing slip.

-
- l) Access to the MTR compound will be by escort and is located approximately 10 km into the CFB Petawawa training area.
 - m) BCE tool crib at S-111 will verify all orders, and report deficiencies to the supplier within 72 hours.
 - n) The Supplier must be capable of delivering the products listed at Annex "B", to the BCE tool crib, within 72 hours of time of call up. The time of call up shall be the time stamp of a faxed order, or confirmation by verbal authority from authorized purchasers. All items in Annex B Pricing Basis will include shipping.
 - o) All packaging will be labelled/marked "Attention; BCE Tool Crib". All products or material will be clearly identified as to the contents, weight and destination. There must be a packing slip attached to each package of related items. All packing slips will denote the work order number and the requisition number.
 - p) Any damage to the protective coatings on the culvert and culvert accessories due to rubbing or scraping will be patched with one (1) coat of organic zinc-rich paint in order to protect the integrity of the metal.
 - q) Care will be taken during loading, transportation and unloading of material in order to protect culverts from damage; if there is unacceptable damage after unloading the damaged material will be replaced at contractor's expense.
 - r) Random pipe samples may be submitted for testing to ensure proper thickness, weight of protective coatings, tension testing and integrity of seams at the discretion of the Engineer.

Annex A.1

Foreseeable Site Hazards

Moving heavy vehicles and formation troops

Civic numbers are not posted on buildings or streets with in the Base

Buildings still containing asbestos and lead, which may not be marked

National defence uses automated equipment

Base terrain can vary from sand and gravel to rocky

Exhaust fumes, grease /oil on surfaces

Unexploded ordnance may be found in areas of the base

Black bears may be found on base as well as all manner of animals

Temperatures may reach 45 degrees Celsius in the summer and – 45 degrees Celsius in the winter

**ANNEX B
BASIS OF PAYMENT**

Year 1 - 01 September 2012 to 31 August 2013

Year 2 - 01 September 2013 to 31 August 2014

Year 3 - 01 September 2014 to 31 August 2015

No minimum orders.

Transportation Charges: All prices shown herein will include transportation. For speciality items a transportation charge can be charged but must be provided at the time of the call-up.

PRICING BASIS "A" -

ITEM	DESCRIPTION	QTY PER YEAR	UOI	YEAR 1 UNIT PRICE	YEAR 2 UNIT PRICE	YEAR 3 UNIT PRICE
1	Galvanized corrugated culvert - 12" dia x 20' length, 16 gauge	10	EA			
2	Galvanized corrugated culvert - 18" dia x 20' length, 16 gauge	12	EA			
3	Galvanized corrugated culvert - 24" dia x 20' length, 16 gauge	12	EA			
4	Galvanized corrugated culvert - 36" dia x 20' length, 16 gauge	12	EA			
5	Galvanized corrugated culvert - 48" dia x 20' length, 14 gauge	8	EA			
6	Corrugated collars includign all required nuts and bolts - 12" dia	6	EA			
7	Corrugated collars including all required nuts and bolts - 18" dia	8	EA			
8	Corrugated colars including all required nuts and bolts - 24" dia	8	EA			
9	Corrugated collars including all required nuts and bolts - 36" dia	8	EA			

10	Corrugated collars including all required nuts and bolts - 48" dia	4	EA			
11	Guide rail component, W-Beam steel (per OPSD 12.101) 2.88m thk x 4.128m long, 1.905m post centers, wt .43 kg	60	EA			
12	Standard terminal (flared) end section (per OPSD 912.101) 2.8mm thk x 725mm long	20	EA			
13	Steel post component (per OPSD 912.104) 1.915 m long, from steel section w6x9 or 26x8.5, wt 27kg	130	EA			
14	Poly ethylene offset block	130	EA			
15	5/8 x 10" button head galvanized bolt nut washer (to attach poly ethylene offset block)	130	EA			
16	5/8 x 2" button head galvanized bolt and nut	520	EA			

PRICING BASIS "B" -

For items of a similar nature, not specifically listed above, available at contractor's cost plus a mark-up of _____%