

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

**Regina (REG)**  
**Suite 201, 1800 11th Ave**  
**Regina**  
**Sask.**  
**S4P 0H8**  
**Bid Fax: (306) 780-5601**

## 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**  
Regina (REG)  
Suite 201, 1800 11th Avenue  
Regina  
Sask.  
S4P 0H8

<b>Title - Sujet</b> Fire Alarm Testing	
<b>Solicitation No. - N° de l'invitation</b> W2585-121209/A	<b>Date</b> 2012-09-07
<b>Client Reference No. - N° de référence du client</b> W2585-121209	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$REG-121-4540
<b>File No. - N° de dossier</b> REG-2-35034 (121)	<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 2012-10-22</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Central Standard Time CST
<b>Delivery Required - Livraison exigée</b>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Fedorchuk, Brenda L.	<b>Buyer Id - Id de l'acheteur</b> reg121
<b>Telephone No. - N° de téléphone</b> (306)780-7053 ( )	<b>FAX No. - N° de FAX</b> (306)780-5601
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE DUNDURN DETACHMENT CAMP DUNDURN DUNDURN Saskatchewan S0K1K0 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**

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

---

## 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 and Certifications Required with the 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. Priority of Documents
9. Certifications
10. Applicable Laws

#### B. RESULTING CONTRACT CLAUSES

1. Statement of Work
2. Standard Clauses and Conditions
3. Term of Contract
4. Payment
5. Invoicing Instructions
6. Insurance
7. *SACC Manual* Clauses

Solicitation No. - N° de l'invitation

W2585-121209/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

reg121

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

W2585-121209

File No. - N° du dossier

REG-2-35034

CCC No./N° CCC - FMS No/ N° VME

---

List of Annexes:

- Annex A - Statement of Work
- Annex B - Basis of Payment
- Annex C - Standing Offer Usage Report
- Annex D - Consent to a Criminal Record Verification (PWGSC-TPSGC 229)

## 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 6A, Standing Offer, and 7B, Resulting Contract Clauses:
  - 6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
  - 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 Statement of Work, the Basis of Payment, Standing offer usage report and Consent to a Criminal Record Verification (PWGSC-TPSGC 229)

### 2. Summary

This Regional Individual Standing offer (RISO) is to supply all parts, labour, material, tools equipment, transportation and supervision necessary to provide an annual test on the addressable Notifier fire alarm systems and to provide emergency repairs as required for the Department of National Defence in various locations in Saskatchewan.

#### Period of Standing Offer

01 November 2012 to 31 October 2013 plus two (2) additional one-year option periods:

Option year #1: 01 November 2013 to 31 October 2014 inclusive  
 Option year #2: 01 November 2014 to 31 October 2015 inclusive.

The supplier shall be factory certified to work on Notifier Systems. Additionally, each Technician that will be working on the equipment must be certified. Written documentation indicating the proper certification shall be provided upon request of the Contracting Authority.

All replacement parts shall be genuine Notifier replacement parts.

All testing to be done in accordance with NFPA 72 and CAN/ULC S536-97.

### 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 (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: one hundred and twenty (120) days

#### 1.1 SACC Manual Clauses

M0019T

Firm Price and/or Rates

2007-05-25

### 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, and the relations between the parties determined, by the laws in force in Saskatchewan.

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 (one hard copy)

Section II: Financial Offer (one hard copy)

Section III: Certifications (one 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, offerors are encouraged to:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) 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 the "Annex B, Basis of Payment"). The total amount of Goods and Services Tax or Harmonized Sales Tax must 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.

### 1.1 SACC Manual Clauses

C3011T Exchange Rate Fluctuation 2010-01-11

## 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 supplier shall be factory certified to work on Notifier Systems. Additionally, each Technician that will be working on the equipment must be certified. Written documentation indicating the proper certification must be provided with the offer or within 5 days upon the request of the Contracting Authority.

#### 1.2 Financial Evaluation

---

M0220T	Evaluation of Price	2007-05-25
M0019T	Firm Price and/or Rates	2007-05-25

## 2. Basis of Selection

- 2.1** An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

Low aggregate total will be calculated based on the following formula:

A)  $1a) + 1b) + 1c) + 1d) + 1e) + 1f) + 1g) + 2.1i) + 2.2i) + 4a) + 4b) + 4c) + 4d) + 4e) + 4f) + 4g +$

B)  $1a) + 1b) + 1c) + 1d) + 1e) + 1f) + 1g) + 2.1i) + 2.2i) + 4a) + 4b) + 4c) + 4d) + 4e) + 4f) + 4g +$

C)  $1a) + 1b) + 1c) + 1d) + 1e) + 1f) + 1g) + 2.1i) + 2.2i) + 4a) + 4b) + 4c) + 4d) + 4e) + 4f) + 4g =$

**LOW AGGREGATE TOTAL**

## 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 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 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.

#### 2.1 Federal Contractors Program - 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 a 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.

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

( ) 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;

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

( ) is subject to the requirements of 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;

( ) 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.

## 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:

an individual;

an individual who has incorporated;

a partnership made of former public servants; or

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, in the context of the fee abatement formula, 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 FPS. 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

Is the Offeror a FPS in receipt of a pension as defined above? YES ( ) NO ( )

If so, the Offeror must provide the following information:

name of former public servant;  
date of termination of employment or retirement from the Public Service.  
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:

name of former public servant;  
conditions of the lump sum payment incentive;  
date of termination of employment;  
amount of lump sum payment;  
rate of pay on which lump sum payment is based;  
period of lump sum payment including start date, end date and number of weeks;  
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 Sales Tax.

#### Certification

By submitting an offer, the Offeror certifies that the information submitted by the Offeror in response to the above requirements is accurate and complete.

---

## 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 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 (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, including those 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 reporting 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 five (5) calendar days after the end of the reporting period

### 3. Term of Standing Offer

#### 3.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from 01 November 2012 to 31 October 2013.

### **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 two additional one-year periods, from 01 November 2013 to 31 October 2014 and 01 November 2014 to 31 October 2015 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:

Name: Brenda Fedorchuk  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Western Region  
Address: 1800 11th Avenue, suite 201

Telephone: 306-780-7053  
Facsimile: 306-780-5601  
E-mail address: [brenda.fedorchuk@pwgsc-tpsgc.gc.ca](mailto:brenda.fedorchuk@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 Project Authority**

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

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's Representative - to be completed by the bidder**

**Name:**  
**Title:**  
**Organization:**  
**Address:**  
**Telephone:**  
**Facsimile:**  
**E-mail address:**

## **5. Identified Users**

The Identified User authorized to make call-ups against the Standing Offer is: the Department of National Defence, Detachment Dundurn, Dundurn Saskatchewan.

## **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 an electronic version.

## **7. Limitation of Call-ups**

Individual call-ups against the Standing Offer must not exceed \$10,000.00 (Goods and Services Tax or Harmonized Sales Tax included).

## **8. 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 2010C (2012-07-16), General Conditions - Services (Medium Complexity);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex C, Standing offer Usage Report;
- h) Annex D, Consent to a Criminal Record Verification (PWGSC-TPSGC 229);
- i) the Offeror's offer dated \_\_\_\_\_

## **9. Certifications**

### **9.1 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.

## **10. 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 Saskatchewan.

## **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**

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

Section 13 Interest on Overdue Accounts, of 2010C 13 (2008-12-12) General Conditions - Services (Medium Complexity) will not apply to payments made by credit cards.

## **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 Offeror is required to submit firm prices, rates or both that will apply for the entire period of the Standing Offer.

See Annex B - Basis of Payment

### **4.2 Limitation of Price**

*SACC Manual* clause C6000C (2011-05-16) Limitation of Price

### **4.3 Single Payment**

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

### **4.4 SACC Manual Clauses**

A9117C	T1204 Direct Request by Customer Department	(2007-11-30)
C0710C	Time and Contract Price Verification	(2007-11-30)

### **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**

Solicitation No. - N° de l'invitation

W2585-121209/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

reg121

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

W2585-121209

File No. - N° du dossier

REG-2-35034

CCC No./N° CCC - FMS No/ N° VME

---

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

**7. SACC Manual Clauses**

A9062C	Canadian Forces Site Regulations	(2011-05-16)
C0711C	Time Verification	(2008-05-12)
A9039C	Salvage	(2008-05-12)
B1501C	Electrical Equipment	(2006-06-16)
B7500C	Excess Goods	(2006-06-16)

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

To supply all parts, labour, material, tools equipment, transportation and supervision necessary to provide an annual test on the addressable Notifier fire alarm systems and to provide emergency repairs on an "as and when requested" basis for the Department of National Defence, various locations in Saskatchewan.

The supplier shall be factory certified to work on Notifier Systems. Additionally, each Technician that will be working on the equipment must be certified. Written documentation indicating the proper certification shall be provided upon request of the Contracting Authority.

All replacement parts shall be genuine Notifier replacement parts.

All testing to be done in accordance with NFPA 72 and CAN/ULC S536-97.



## ANNEX "B"

### BASIS OF PAYMENT

(All prices/rates are GST extra, FOB Destination)

A. During the period of the standing offer 01 November 2012 to 31 October 2013

1. Firm all inclusive rate for Annual Fire Alarm Test per location
  - a) Moose Jaw Armoury \$ \_\_\_\_\_
  - b) Regina Armoury \$ \_\_\_\_\_
  - c) Queen Building in Regina \$ \_\_\_\_\_
  - d) Yorkton Armoury \$ \_\_\_\_\_
  - e) Prince Albert Armoury \$ \_\_\_\_\_
  - f) Hugh Cairns Armoury in Yorkton \$ \_\_\_\_\_
  - g) HMCS Unicorn in Saskatoon \$ \_\_\_\_\_
2. EMERGENCY SERVICE: "on an as required basis"
  - .1 Service Call, including first hour of on-site productive labour:
    - i) During regular working hours. TRADESMEN \$ \_\_\_\_\_/call
    - ii) Outside regular working hours. TRADESMEN \$ \_\_\_\_\_/call  
(Monday through Friday)
    - iii) Outside regular working hours. TRADESMEN \$ \_\_\_\_\_/call  
(Weekends & Statutory Holidays)
  - .2 Labour only in addition to (1) above:
    - i) During regular working hours. TRADESMEN \$ \_\_\_\_\_/hour
    - ii) Outside regular working hours. TRADESMEN \$ \_\_\_\_\_/hour  
(Monday through Friday)
    - iii) Outside regular working hours. TRADESMEN \$ \_\_\_\_\_/hour  
(Weekends & Statutory Holidays)
3. Material and replacement parts (except free issue) at laid down cost plus a mark-up of \_\_\_\_\_ % Goods and Services Tax to be shown as a separate item.
4. Firm all inclusive travel rate per Emergency Service Call per location
  - a) Moose Jaw Armoury \$ \_\_\_\_\_
  - b) Regina Armoury \$ \_\_\_\_\_
  - c) Queen Building in Regina \$ \_\_\_\_\_
  - d) Yorkton Armoury \$ \_\_\_\_\_
  - e) Prince Albert Armoury \$ \_\_\_\_\_
  - f) Hugh Cairns Armoury in Yorkton \$ \_\_\_\_\_
  - g) HMCS Unicorn in Saskatoon \$ \_\_\_\_\_

**Note:**

Rates must include all labour, material, tools, equipment, transportation and supervision necessary to complete the inspection &/or repairs

B. During the period of option period #1, 01 November 2013 to 31 October 2014

1. Firm all inclusive rate for Annual Fire Alarm Test per location
  - a) Moose Jaw Armoury \$ \_\_\_\_\_
  - b) Regina Armoury \$ \_\_\_\_\_
  - c) Queen Building in Regina \$ \_\_\_\_\_
  - d) Yorkton Armoury \$ \_\_\_\_\_
  - e) Prince Albert Armoury \$ \_\_\_\_\_
  - f) Hugh Cairns Armoury in Yorkton \$ \_\_\_\_\_
  - g) HMCS Unicorn in Saskatoon \$ \_\_\_\_\_
2. EMERGENCY SERVICE: "on an as required basis"
  - .1 Service Call, including first hour of on-site productive labour:
    - i) During regular working hours. TRADESMEN \$ \_\_\_\_\_/call
    - ii) Outside regular working hours. TRADESMEN \$ \_\_\_\_\_/call  
(Monday through Friday)
    - iii) Outside regular working hours. TRADESMEN \$ \_\_\_\_\_/call  
(Weekends & Statutory Holidays)
  - .2 Labour only in addition to (1) above:
    - i) During regular working hours. TRADESMEN \$ \_\_\_\_\_/hour
    - ii) Outside regular working hours. TRADESMEN \$ \_\_\_\_\_/hour  
(Monday through Friday)
    - iii) Outside regular working hours. TRADESMEN \$ \_\_\_\_\_/hour  
(Weekends & Statutory Holidays)
3. Material and replacement parts (except free issue) at laid down cost plus a mark-up of \_\_\_\_\_ % Goods and Services Tax to be shown as a separate item.
4. Firm all inclusive travel rate per Emergency Service Call per location
  - a) Moose Jaw Armoury \$ \_\_\_\_\_
  - b) Regina Armoury \$ \_\_\_\_\_
  - c) Queen Building in Regina \$ \_\_\_\_\_
  - d) Yorkton Armoury \$ \_\_\_\_\_
  - e) Prince Albert Armoury \$ \_\_\_\_\_
  - f) Hugh Cairns Armoury in Yorkton \$ \_\_\_\_\_
  - g) HMCS Unicorn in Saskatoon \$ \_\_\_\_\_

Note:

Rates must include all labour, material, tools, equipment, transportation and supervision necessary to complete the inspection &/or repairs

C. During the period of option period #2, 01 November 2014 to 31 October 2015,

1. Firm all inclusive rate for Annual Fire Alarm Test per location

a) Moose Jaw Armoury	\$ _____
b) Regina Armoury	\$ _____
c) Queen Building in Regina	\$ _____
d) Yorkton Armoury	\$ _____
e) Prince Albert Armoury	\$ _____
f) Hugh Cairns Armoury in Yorkton	\$ _____
g) HMCS Unicorn in Saskatoon	\$ _____

2. EMERGENCY SERVICE: "on an as required basis"

.1 Service Call, including first hour of on-site productive labour:

i) During regular working hours.	TRADESMEN	\$ _____/call
ii) Outside regular working hours. (Monday through Friday)	TRADESMEN	\$ _____/call
iii) Outside regular working hours. (Weekends & Statutory Holidays)	TRADESMEN	\$ _____/call
.2 Labour only in addition to (1) above:		
i) During regular working hours.	TRADESMEN	\$ _____/hour
ii) Outside regular working hours. (Monday through Friday)	TRADESMEN	\$ _____/hour
iii) Outside regular working hours. (Weekends & Statutory Holidays)	TRADESMEN	\$ _____/hour

3. Material and replacement parts (except free issue) at laid down cost plus a mark-up of \_\_\_\_\_ % Goods and Services Tax to be shown as a separate item.

4. Firm all inclusive travel rate per Emergency Service Call per location

a) Moose Jaw Armoury	\$ _____
b) Regina Armoury	\$ _____
c) Queen Building in Regina	\$ _____
d) Yorkton Armoury	\$ _____
e) Prince Albert Armoury	\$ _____
f) Hugh Cairns Armoury in Yorkton	\$ _____
g) HMCS Unicorn in Saskatoon	\$ _____

Note:

Rates must include all labour, material, tools, equipment, transportation and supervision necessary to complete the inspection &/or repairs.

Solicitation No. - N° de l'invitation

W2585-121209/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

reg121

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

W2585-121209

File No. - N° du dossier

REG-2-35034

CCC No./N° CCC - FMS No/ N° VME

**ANNEX "C"****STANDING OFFER USAGE REPORT**

Return to: wst.pa.sk@pwgsc-tpsgc.gc.ca  
 Facsimile: (306) 780-5601  
 Email: wst.pa.sk@pwgsc-tpsgc.gc.ca

**Quarterly Usage Report Schedule:**

1st period: 1 April to 30 June;  
 3rd period: 1 October to 31 December

2nd period: 1 July to 30 September  
 4th period: 1 January to 31 March

**SUPPLIER:****STANDING OFFER NO:****DEPARTMENT OR AGENCY:** Dept of National Defence, Dundurn**REPORTING PERIOD:**

Item No.	Description	Quantity of each line item ordered	Total value of each line item (GST not included)

(A) Total Dollar Value Call-ups for this reporting period:

(B) Accumulated Call-Up totals to date:

(A+B) Total Accumulated Call-Ups:

**NIL REPORT:** We have not done any business with the federal government for this period [    ]

PREPARED BY:

NAME: \_\_\_\_\_ TELEPHONE NO.: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Solicitation No. - N° de l'invitation

W2585-121209/A

Amd. No. - N° de la modif.

File No. - N° du dossier

REG-2-35034

Buyer ID - Id de l'acheteur

reg121

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

W2585-121209

CCC No./N° CCC - FMS No/ N° VME

---

**ANNEX "D"**

**Consent to a Criminal Record Verification**  
**PWGSC-TPSGC 229**  
**(See attached)**