

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des
soumissions/Travaux publics et Services
gouvernementaux Canada
The Cambridge Building
3 Queen Street/3, rue Queen
Charlottetown
Prince Edward Island
C1A 4A2

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
The Cambridge Building
3 Queen Street/3 rue, Queen
PO Box 1268/CP 1268
Charlottetown
Prince Ed
C1A 4A2

Title - Sujet Electrical Svcs, Potato R.Ctr,Frede	
Solicitation No. - N° de l'invitation 01799-140003/A	Date 2013-04-16
Client Reference No. - N° de référence du client 01799-140003	GETS Ref. No. - N° de réf. de SEAG PW-\$PWC-010-3249
File No. - N° de dossier PWC-2-35166 (010)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-05-02	
Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: MacDonald, Anne (PWC) D.	Buyer Id - Id de l'acheteur pwc010
Telephone No. - N° de téléphone (902)626-4949 ()	FAX No. - N° de FAX (902)566-7514
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Electrical Services Potato Research Centre & Benton Ridge FREDERICTON New Brunswick Canada	
Security - Sécurité This request for a Standing Offer includes provisions for security. Cette Demande d'offre à commandes comprend 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

REQUEST FOR STANDING OFFER (RFSO)

TABLE OF CONTENTS

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

PART 1 - GENERAL INFORMATION

- 1.1 Introduction
- 1.2 Summary
- 1.3 Security Requirement
- 1.4 Debriefings

PART 2 - OFFEROR INSTRUCTIONS

- 2.1 Standard Instructions, Clauses and Conditions
- 2.2 Submission of Offers
- 2.3 Enquiries - Request for Standing Offers
- 2.4 Applicable Laws

PART 3 - OFFER PREPARATION INSTRUCTIONS

- 3.1 Offer Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

- 4.1 Evaluation Procedures
- 4.2 Basis of Selection

PART 5 - CERTIFICATIONS

- 5.1 Mandatory Certifications Required Precedent to Issuance of a Standing Offer
- 5.2 Additional Certifications Precedent to Issuance of a Standing Offer

PART 6 - SECURITY REQUIREMENTS

- 6.1 Security Requirement
- 6.2 Employee Information for Security

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

- 7A.1 Offer
- 7A.2 Security Requirement
- 7A.3 Standard Clauses and Conditions
- 7A.4 Term of Standing Offer
- 7A.5 Authorities
- 7A.6 Identified Users
- 7A.7 Call-up Procedures
- 7A.8 Call-up Instrument
- 7A.9 Limitation of Call-ups

Solicitation No. - N° de l'invitation

01799-140003/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

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

01799-140003

File No. - N° du dossier

PWC-2-35166

CCC No./N° CCC - FMS No/ N° VME

7A.10 Financial Limitation

7A.11 Priority of Documents

7A.12 Certifications

7A.13 Applicable Laws

7B. RESULTING CONTRACT CLAUSES

7B.1 Statement of Work

7B.2 Standard Clauses and Conditions

7B.3 Term of Contract

7B.4 Payment

7B.5 Invoicing Instructions

7B.6 Insurance

List of Annexes:

Annex A - Statement of Work

Annex B - Basis of Payment

Annex C - Security Requirement Check List

Annex D - Complete list of each individual who is currently on the Bidder's Board of Directors

Annex E - Certification

PART 1 - GENERAL INFORMATION

1.1 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 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and

Part 7 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Basis of Payment, Certifications, Complete list of each individual who is currently on the Bidder's Board of Directors, SRCL and Statement of Work.

1.2 Summary

Work under this standing offer includes the provision of electrical services on an as and when required basis, on behalf of Agriculture and Agri-Food Canada.

Location of the work is at the AAFC Potato Research Centre, 850 Lincoln Road, Fredericton, New Brunswick

Standing Offer is for one year with two possible extension years.

This agreement is subject to the provisions of the Agreement on Internal Trade.

1.3 Security Requirement

There is a security requirement associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses.

1.4 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

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2013-01-28) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

2.1.1 SACC Manual clauses

SACC Manual clause M0019T (2007-05-25) Firm Prices and/or Rates

2.2 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.

Offers by facsimile will be accepted. Facsimile Number is (902) 566-7514.

PLEASE NOTE ,THIS IS NOT A PUBLIC OPENING. TENDER RESULTS WILL NOT BE RELEASED PRIOR TO AWARD.

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 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.

Solicitation No. - N° de l'invitation

01799-140003/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

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

01799-140003

File No. - N° du dossier

PWC-2-35166

CCC No./N° CCC - FMS No/ N° VME

2.4 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 **New Brunswick**.

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.

Solicitation No. - N° de l'invitation

01799-140003/A

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

01799-140003

Amd. No. - N° de la modif.

File No. - N° du dossier

PWC-2-35166

Buyer ID - Id de l'acheteur

pwc010

CCC No./N° CCC - FMS No/ N° VME

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

Section I: 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 must be shown separately, if applicable.

Section II: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers, including the financial evaluation criteria.

4.1.1 Financial Evaluation

4.1.1.1 Offerors will be evaluated on the basis of the lowest overall Total Estimated Amount in Canadian dollars, the Harmonized Sales Tax (HST) excluded. The Total Evaluated Price will be calculated using the estimated usage figures on the Pricing Schedule (See Annex "B"). Offerors are required to bid on all line items in the Pricing Schedule or their offer may be considered non-responsive.

4.2 Basis of Selection

4.2.1 An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest evaluated price will receive the highest rank and will be recommended for issuance of a Standing Offer.

PART 5 - CERTIFICATIONS

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

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

5.1 Mandatory Certifications Required Precedent to Issuance of Standing Offer

5.1.1 Code of Conduct and Certifications - Related documentation

By submitting an offer, the Offeror certifies as per section 01 of Standard Instructions 2006, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation therein required will help Canada in confirming that the certifications are true.

5.2 Additional Certifications Precedent to Issuance of a Standing Offer

The certifications listed below should be completed and submitted with the offer, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

5.2.1 Federal Contractors Program - over \$25,000 and below \$200,000 (M2002T 2010-08-16)

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 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:

-
- (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;
- (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 - SECURITY REQUIREMENTS

6.1 Security Requirement

1. Before issuance of a standing offer, the following conditions must be met:
 - (a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
 - (b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7A - Standing Offer;
 - (c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.
3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

6.2 Employee Information for Security

The Bidder *should* specify the following information regarding employees proposed in Part 4, Technical Evaluation) to provide services against any resulting contract.

	LEGAL NAME (First and Last) (Please Print)	DATE OF BIRTH (Day/Month/Year)
1		
2		
3		
4		
5		
6		

Solicitation No. - N° de l'invitation

01799-140003/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWC-2-35166

Buyer ID - Id de l'acheteur

pwc010

CCC No./N° CCC - FMS No/ N° VME

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

7A. STANDING OFFER

7A1. Offer

7A1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work in Annex "A".

7A.2 Security Requirement

1. The offeror must at all times during the performance of the Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Offeror must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex "C";
 - (b) Industrial Security Manual (Latest Edition).

7A.3 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.

7A.3.1 General Conditions

2005 (2012-11-19) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

7A.4 Term of Standing Offer**7A.4.1 Period of the Standing Offer**

The period for making call-ups against the Standing Offer is for one year from the award date with two possible extension years.

7A.5 Authorities**7A.5.1 Standing Offer Authority**

The Standing Offer Authority is:

Anne MacDonald
 Supply Officer
 Public Works and Government Services Canada
 Acquisitions Branch
 Real Property Contracting
 3 Queen Street
 Charlottetown, PEI
 C1A 4A2

Telephone: (902) 626-4949
 Facsimile: (902) 566-7514
 E-mail address: anne.macdonald@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.

7A.5.2 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.

7A.5.3 Offeror's Representative

Name: _____
 Telephone: () _____
 Fax: () _____

E-mail: _____

7A.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Agriculture and Agri-Food Canada.

7A.7 Call-up Procedure

The Project/Technical Authority will establish the Scope of Services to be performed under each individual Call-up and will negotiate a price offer based on the number of hours/days, by category, required to carry out the services based on the pre-established rates identified in the Basis of Payment (See Annex B). Once the number of hours/days are accepted, the amount of the call-up will be established by multiplying the number of hours/days by the appropriate firm rates contained in the Standing Offer.

7A.8 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form CF942.

7A.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$15,000.00 (Tax included).

7A.10 Financial Limitation

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$50,000.00 (Tax extra) 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 4 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.

7A.11 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

1. the call up against the Standing Offer, including any annexes;
2. the articles of the Standing Offer;
3. the general conditions 2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services
4. Supplemental General Conditions 2010C (2013-03-21), General Conditions - Services

-
- (Medium Complexity);
5. Annex "A" Statement of Work;
 6. Annex "B", Basis of Payment;
 7. Annex "C", Security Requirement Check List;
 8. Annex "D", Complete list of each individual who is currently on the Bidder's Board of Directors
 9. Annex "E", Certification
 10. The offeror's offer _____(insert date of offer), **as amended** _____(insert date(s) **of amendment (s) - if applicable**)

7A.12 Certifications

7A.12.1 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.

7A.13 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 **New Brunswick**.

7B. 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.

7B.1. Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

7B.2 Standard Clauses and Conditions

7B2.1 General Conditions

Supplemental General Conditions 2010C (2012-11-19), General Conditions - Services (Medium Complexity); apply to and form part of the Contract.

7B.3 Term of Contract

7B.3.1 Period of the Contract

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

7B.4 Payment

7B.4.1 Basis of Payment

Refer to “Annex "B", Basis of Payment”

7B.4.2 Limitation of Price

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

7B.4.3 Single Payment

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

7B.5 Invoicing Instructions

The Contractor must submit invoices in accordance with the Section 12, entitled “Invoice Submission” of the 2035 General Conditions - Services. Invoices cannot be submitted until all work identified in the invoice is completed.

7B.6 Insurance Requirements

7B.6.1 Insurance Requirements

The Contractor must comply with the insurance requirements specified in the following **article 7B.7.2 Commercial General Liability Insurance**. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7B6.2 Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - (c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - (d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - (e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - (f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.

- (g) Employees and, if applicable, Volunteers must be included as Additional Insured.
- (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- (i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (l) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

Solicitation No. - N° de l'invitation

01799-140003/A

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

01799-140003

Amd. No. - N° de la modif.

File No. - N° du dossier

PWC-2-35166

Buyer ID - Id de l'acheteur

pwc010

CCC No./N° CCC - FMS No/ N° VME

ANNEX "A"
Statement of Work

ANNEX "B"
UNIT PRICE TABLE
Price for Year #1 (2013-2014) - Term

Item	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price Per Unit HST extra (PU)	Extended amount (EQ x PU) HST Extra
First Hour	Service Calls include travel time and related expenses and one person hour productive labour at the job site. Enter Journeyman Electrical Rates only. (See below for breakdown of Apprentice Rates).				
1	Fredericton - During Regular Working hours Monday - Friday	Per Call	52		
2	Fredericton - Outside Regular working hours - Monday - Friday	Per Call	4		
3	Benton - During Regular Working Hours Monday - Friday	Per Call	4		
4	Benton - Outside Regular Working hours Monday - Friday	Per Call	1		
Subsequent Hours		Labour only, in addition to first hour (above)			
5	Fredericton and/or Benton- During regular working hours Monday - Friday	Person Hour	500		
6	Fredericton and/or Benton Outside Regular Working Hours Monday - Friday	Person Hour	20		
7	Unspecified Materials: Allowance for parts.	Estimated Expenditure	1	\$6,000.00	\$6,000.00
Total extended amount excluding HST (Transfer to Summary Table)					\$

Apprentice Rates:		
1st Year (experience) Apprentice	80% of Journeyman rate in column "PU"	
2nd Year (experience) Apprentice	85% of Journeyman rate in column "PU"	
3rd Year (experience) Apprentice	90% of Journeyman rate in column "PU"	

Solicitation No. - N° de l'invitation

01799-140003/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

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

01799-140003

File No. - N° du dossier

PWC-2-35166

CCC No./N° CCC - FMS No/ N° VME

4th Year (expearence) Apprentice	95% of Journeyman rate in column "PU"	
----------------------------------	--	--

ANNEX "B"
UNIT PRICE TABLE
Option Year #1 (2014-2015)

Item	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price Per Unit HST extra (PU)	Extended amount (EQ x PU) HST Extra
First Hour	Service Calls include travel time and related expenses and one person hour productive labour at the job site. Enter Journeyman Electrical Rates only. (See below for breakdown of Apprentice Rates).				
1	Fredericton - During Regular Working hours Monday - Friday	Per Call	52		
2	Fredericton - Outside Regular working hours - Monday - Friday	Per Call	4		
3	Benton - During Regular Working Hours Monday - Friday	Per Call	4		
4	Benton - Outside Regular Working hours Monday - Friday	Per Call	1		
Subsequent Hours		Labour only, in addition to first hour (above)			
5	Fredericton and/or Benton- During regular working hours Monday - Friday	Person Hour	500		
6	Fredericton and/or Benton Outside Regular Working Hours Monday - Friday	Person Hour	20		
7	Unspecified Materials: Allowance for parts.	Estimated Expenditure	1	\$6,000.00	\$6,000.00
Total extended amount excluding HST (Transfer to Summary Table)					\$

Apprentice Rates:		
1st Year (experience) Apprentice	80% of Journeyman rate in column "PU"	
2nd Year (experience) Apprentice	85% of Journeyman rate in column "PU"	
3rd Year (experience) Apprentice	90% of Journeyman rate in column "PU"	

Solicitation No. - N° de l'invitation

01799-140003/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

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

01799-140003

File No. - N° du dossier

PWC-2-35166

CCC No./N° CCC - FMS No/ N° VME

4th Year (expearence) Apprentice	95% of Journeyman rate in column "PU"	
----------------------------------	--	--

ANNEX "B"
UNIT PRICE TABLE
Option Year #2 - (2015-2016)

Item	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price Per Unit HST extra (PU)	Extended amount (EQ x PU) HST Extra
First Hour	Service Calls include travel time and related expenses and one person hour productive labour at the job site. Enter Journeyman Electrical Rates only. (See below for breakdown of Apprentice Rates).				
1	Fredericton - During Regular Working hours Monday - Friday	Per Call	52		
2	Fredericton - Outside Regular working hours - Monday - Friday	Per Call	4		
3	Benton - During Regular Working Hours Monday - Friday	Per Call	4		
4	Benton - Outside Regular Working hours Monday - Friday	Per Call	1		
Subsequent Hours		Labour only, in addition to first hour (above)			
5	Fredericton and/or Benton- During regular working hours Monday - Friday	Person Hour	500		
6	Fredericton and/or Benton Outside Regular Working Hours Monday - Friday	Person Hour	20		
7	Unspecified Materials: Allowance for parts.	Estimated Expenditure	1	\$6,000.00	\$6,000.00
Total extended amount excluding HST (Transfer to Summary Table)					\$

Apprentice Rates:		
1st Year (experience) apprentice	80% of Journeyman rate in column "PU"	
2nd Year (experience) Apprentice	85% of Journeyman rate in column "PU"	
3rd Year (experience) Apprentice	90% of Journeyman rate in column "PU"	

Solicitation No. - N° de l'invitation

01799-140003/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwc010

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

01799-140003

File No. - N° du dossier

PWC-2-35166

CCC No./N° CCC - FMS No/ N° VME

4th Year (expearence) Apprentice	95% of Journeyman rate in column "PU"	
----------------------------------	--	--

Solicitation No. - N° de l'invitation

01799-140003/A

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

01799-140003

Amd. No. - N° de la modif.

File No. - N° du dossier

PWC-2-35166

Buyer ID - Id de l'acheteur

pwc010

CCC No./N° CCC - FMS No/ N° VME

ANNEX "B"
UNIT PRICE TABLE

SUMMARY TABLE	
YEAR	EXTENDED COST
1 (2013-2014)	\$
2 (2014-2015)	\$
3 (2015-2016)	\$
TOTAL OF THREE YEARS (HST EXTRA)	\$

Note: The estimated quantity entered in column four for each item is an estimate only for services as and when requested and does not infer that all the quantities for that item will be utilized or that the quantities may not be exceeded.

Solicitation No. - N° de l'invitation

01799-140003/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWC-2-35166

Buyer ID - Id de l'acheteur

pwc010

CCC No./N° CCC - FMS No/ N° VME

01799-140003

ANNEX "C"

SECURITY REQUIREMENT CHECK LIST

Solicitation No. - N° de l'invitation

01799-140003/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWC-2-35166

Buyer ID - Id de l'acheteur

pwc010

CCC No./N° CCC - FMS No/ N° VME

01799-140003

ANNEX "D"

**COMPLETE LIST OF EACH INDIVIDUAL WHO IS CURRENTLY ON THE BIDDER'S
BOARD OF DIRECTORS**

NOTE TO OFFERORS

WRITE DIRECTOR'S SURNAMES AND GIVEN NAMES IN BLOCK LETTERS

ANNEX "E"**CERTIFICATION****Qualifications:**

1. The Contractor, prior to award, may be required to provide the names of the people proposed to provide service to AAFC , along with their certificates of qualification* (see note below) and demonstrate in a written statement with the submission, for each journeyman proposed. The Contractor demonstrates in a written statement with the submission:

Experience over the last 3 years in the following areas;

- i) servicing all types of boiler room equipment
 - ii) servicing electrical components for commercial refrigeration units
 - iii) servicing variable speed drives
 - iv) servicing various motor control centres
 - v) servicing air handling systems
 - vi) trouble shooting and installation of fire alarm systems
 - vii) servicing emergency power switch gear
 - viii) servicing fume hood and exhaust fan operation
 - ix) servicing trouble shooting control loops and control circuits
 - x) servicing design and implementation of control strategies for scientific equipment and scientific experiments
 - xi) troubleshooting and installation of UPS systems
 - xii) load balancing up to 600 V loads
2. The Contractor prior to award, may be required to provide 3 references that the Crown may contact to verify the experience detailed above. Include the company name, a contact person and phone number.
 3. The Contractor must comply with the most stringent of Federal, Provincial and Municipal Occupational Health and Safety Act in the province that work is performed.

Failure to comply with the Mandatory requirement section will render the Offer non-responsive.

- * Note:** these names will be submitted for security clearance upon award of a standing offer to the successful firm as per the Terms and Conditions item 4 outlined in this document.