

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
BFC Bagotville, CP 380
CFB Bagotville, PO Box 380
Bâtiment 71, local 115
Building 71, Room 115
Alouette
Quebec
G0V1A0

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet Rental of chemical toilets	
Solicitation No. - N° de l'invitation W0138-110147/A	Date 2012-03-29
Client Reference No. - N° de référence du client W11-0324	
GETS Reference No. - N° de référence de SEAG PW-\$BAL-002-14547	
File No. - N° de dossier BAP-1-34955 (002)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-04-27	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Larouche, Denise	Buyer Id - Id de l'acheteur bal002
Telephone No. - N° de téléphone (418) 677-4000 (4137)	FAX No. - N° de FAX (418) 677-3288
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Ministère de la Défense nationale 3e Escadre Bagotville Alouette (Québec) G0V 1A0	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

TPSGC/PWGSC
BFC Bagotville, CP 380
CFB Bagotville, PO Box 380
Bâtiment 71, local 115
Building 71, Room 115
Alouette
Quebec
G0V1A0

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
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	

«RENTAL OF CHEMICAL TOILETS»

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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with the requirement.

2. Statement of Work

Provide chemical toilets for cadet camps for a specified period, known in advance, as well as on-demand only chemical toilets, when required, to the Department of National Defense (DND) in accordance with Annex "A" attached hereto and forming part of this Request for Proposal.

Services will be provided to meet the needs of two (2) clients:

- Cadet Supply; and
- 3 Wing Supply

Location of the chemical toilets;

At 3 Wing Bagotville and surroundings area; and

Refer to Annex "A" for specific locations of cadet camps.

3. Debriefings

After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2012-03-02) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2. **Submission of Bids**

Bids 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 bid solicitation.

Your proposal can be transmitted by fax to (418)677-3288 or by mail to the following address:

**Public Works and
Government Services Canada
CFB Bagotville, PO Box 380
Building 71, local 115
Alouette, Qc.
G0V 1A0**

3. **Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders 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 the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. **Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Québec.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, 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 bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

- Section I: Technical Bid (1 hard copy)
- Section II: Financial Bid (1 hard copy)
- Section III: Certifications (1 hard copy)

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

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

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

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria at Closing Date

Bidders must complete and include with their proposal **Annex “B” Basis of payment.**

1.2 Financial Evaluation

SACC Manual clause A0220T (2007/05/25), Evaluation of Price

2. Basis of Selection

- 2.1** SACC Manual clause A0031T (2010/08/16), Basis of Selection - Mandatory Technical Criteria

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

1. Certifications Precedent to Contract Award

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

1.1.1 Federal Contractors Program - 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.

1.2 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, bidders must provide the information required below.

Definitions

For the purposes of this clause,

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

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

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

"pension" means, 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 PSSA. It does not include pensions payable pursuant to the *Canadian Forces Superannuation Act*, R.S., 1985, c. C-17, the *Defence Services Pension Continuation Act*, 1970, c. D-3, the *Royal Canadian Mounted Police Pension Continuation Act*, 1970, c. R-10, and the *Royal Canadian Mounted Police Superannuation Act*, R.S., 1985, c. R-11, the *Members of Parliament Retiring Allowances Act*, R.S., 1985, c. M-5, and that portion of pension payable to the *Canada Pension Plan Act*, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

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

If so, the Bidder must provide the following information:

- (a) name of former public servant;
- (b) date of termination of employment or retirement from the Public Service.

Work Force Reduction Program

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

If so, the Bidder must provide the following information:

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

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

Certification

By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.

1.3 Canadian Content Certification**1.3.1 SACC Manual clause A3050T (2010/01/11) Canadian Content Definition**

1.3.2 "Bidders should submit this certification completed with their bid. If the certification is not completed and submitted with the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to submit this completed certification. Failure to comply with the request of the Contracting Authority and submit the completed certification will render the bid non-responsive"

This procurement is limited of Canadian services.

✓ **The Bidder certifies that**

➔ () the service offered is a Canadian service and defined in paragraph 1 of clause A3050T.

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A" Specifications.

3. Standard Clauses and Conditions

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

3.1 General Conditions

2010C (2012/03/02), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

4. Term of Contract

The period of the Contract is from **June 1st, 2012 to May 31, 2014** inclusive .

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5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Denise Larouche

Title: Supply Officer

Public Works and Government Services Canada

Telephone: (418)677-4000 ext. 4137 / Fax. No. (418)677-3288

E-mail address: denise.larouche@pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

5.2 Technical Authority

(To be completed by Canada at the time of award)

The Technical Authority for the Contract is:

Name: _____

Telephone : ____ _

Facsimile: ____ _

E-mail address: _____

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Contractor's Representative**a) Contract Manager:**

Name: _____
 Title: _____
 Telephone : _____
 Facsimile: _____
 E-mail address: _____

b) Followed for delivery:

Name: _____
 Title: _____
 Telephone: _____
 Facsimile: _____
 E-mail address: _____

6. Payment**6.1 Basis of Payment - Firm Price**

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

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

6.2 SACC Manual clause**Ref of CUA**

C6000C (2011/05/16), Limitation of price

H1000C (2008/05/12), Single Payment

7. 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.

8. Certifications

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

8.1 SACC Manual Clauses

A3060C(2008/05/12), Canadian Content Certification

9. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Quebec.

10. 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 Articles of Agreement;
- (b) the general conditions 2010C (2012/03/02), General Conditions - Requirement (Medium Complexity);
- (c) Annex A, Specifications & Annex B Basis of payment
- (d) the Contractor's bid dated _____ (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: “, as clarified on _____” or “, as amended on _____” and insert date(s) of clarification(s) or amendment(s)*)

11. SACC Manual Clauses

A9006C (2008/05/12) Defence Contract

A9062C(2011/05/16), Canadian Forces Site Regulations

G1005C(12/05/08), Insurance

Annex “A” Specification and Annex “B” Basis of Payment

This annex is attached hereto and form part of this request for proposal.



Rental of chemical toilets 3 Wing Bagotville

SPECIFICATIONS

A.1 GENERAL

A.1.1 Terminologies and definitions

Unless the context indicates otherwise, the following expressions and terms mean:

3 Wing Bagotville territory	The territory of the 3 Wing Bagotville consists of an area bounded by a radius of 60 km from the Wing Headquarters, building 70.
3 Wing Bagotville	<ul style="list-style-type: none"> Formerly CFB Bagotville The expression "3 Wing" or "Wing" may also be used.
3 Wing cadet camp	Air cadet camp located at 3 Wing near the Saguenay airport and is in operation from the end of June to mid August
Glider runway / Cadet flight familiarisation site	Glider runway / Cadet flight familiarisation site is located at 3 Wing near the Saguenay airport and is in operation from the end of April to the end of June and from mid August to mid October.
Cadet survival camp in ZEC Mars Moulin	Air cadet survival camp located 3 kilometres after the "Centre plein air Bec Scie", 7400 chemin des Chutes in La Baie, in the ZEC Mars Moulin and is in operation from the end of June to mid August
Disposal	Action to eliminate waste in accordance with the " Loi sur la qualité de l'environnement - L.R.Q, chapitre Q-2 ".
Equipment	The facilities, tools, implements, devices, machines, vehicles, buildings and works required to perform the contract.
Grey water	Wash water produced during activity such as cadet survival camp and Bagotville's International Air Show (SAIB).

A.1.2 Traffic at 3 Wing

The contractor shall take all the necessary actions to avoid impeding traffic. In addition, it shall comply with the traffic regulations in effect at 3 Wing Bagotville during the period of its contract. As a rule, the speed limits in effect at the Wing are as follows:

- Streets: **30 km/h**;
- Perimeter road: **50 km/h**;
- Aircraft apron (tarmac): **20 km/h**;
- Runways and taxiways: **50 km/h**;
- Around aircrafts: **6 km/h**.

Vehicles must drive on the paved part of the street to avoid damaging shoulders or grassed areas. Vehicles shall not drive on sidewalks.

**Rental of chemical toilets
3 Wing Bagotville****SPECIFICATIONS**

A.1.3 Vehicles used for collection and transportation of chemical toilets

The contractor shall ensure that the vehicles it uses to collect and transport residual material are clean, adequately maintained and in good operating condition (no oil leaks on pavement, no holes in exhaust, dumpster leak proof, etc.).

The contractor's vehicles shall be clearly identified on each side with the company's name, address and telephone number. In addition, each vehicle shall be identified by an individual number.

No commercial advertising, decorative accessories or objects recovered from collection shall be attached to or displayed on vehicle exteriors.

Only advertising messages inviting users to participate in the selective collection efforts may be affixed or attached to vehicles.

A.1.4 Random check of collection equipment

3 Wing Bagotville reserves the right, at all times, to check the collection equipment used or supplied by the contractor. It may request the replacement, repair or cleaning of material that is non-standard, dangerous, inadequate, and dirty or a source of unpleasant odours.

A.1.5 Hazardous material spills

The contractor shall take the actions required to avoid any spill or leak into the environment of materials considered hazardous as defined in the Workplace Hazardous Materials Information System (WHMIS), and specifically leaks of fuel, oil or mineral grease.

If a spill occurs, all actions compatible with the health and safety of its personnel and the public shall be taken by the contractor to:

- a) Confine the spilled material;
- b) Stop the spillage or leak of dangerous material;
- c) Eliminate all sources of ignition located in the vicinity;
- d) Protect storm and sanitary sewers (for example, by covering drains, manholes and screens, or using absorbent flotation collars);
- e) Recover the spilled material
- f) Clean up the site and return it to its original condition.

Any hazardous material spill, regardless of size, shall be reported by the contractor to the 3 Wing Bagotville firehall, within minutes following its discovery (**677-4000, ext. 7222**).

Any hazardous material spill shall be cleaned up by the contractor without delay. The site shall be cleaned up and decontaminated to return it to its original condition, to the satisfaction of 3 Wing Bagotville. If 3 Wing considers that action was not taken quickly enough or was inadequate, it shall take the necessary actions to prevent risks to safety, the environment and to infrastructures. In that case, the costs incurred for the cleanup and decontamination work made necessary by a spill shall be reimbursed by the contractor.

**Rental of chemical toilets
3 Wing Bagotville****SPECIFICATIONS**

A.1.6 Servicing and emptying of chemical toilets

Workers servicing toilets must do it carefully as to avoid the projection of any material outside of the toilet. If any materials fall to the ground, the worker will pick it up immediately, and this, in order to leave the area completely clean.

At each servicing the toilets must be disinfected and two new rolls of toilet paper must be available for use.

If a toilet becomes too damaged, it must be replaced or repaired immediately.

When emptying the toilets, the chemical fluid will be replaced and disposed of in according with applicable laws and regulations.

Worker shall ensure, at all times, that there are no leaks coming from his truck.

A.1.7 Preventing damage to aircraft

The contractor shall ensure that it does not leave any debris or material on aircraft aprons, taxiways or runways. It shall also ensure that such debris or materials cannot be blown by the wind to those locations. In addition, when one of the contractor's vehicles is preparing to travel on an aircraft apron, taxiway or runway, it shall be mandatory for the driver to stop the vehicle and remove any pebbles trapped in the vehicle tires, as indicated on FOD (foreign object damage) check warning signs. Any debris, material or pebble in any of these locations could be sucked into aircraft engines, thereby causing serious damage to 3 Wing Bagotville's equipment.

A.1.8 Idling of engines

To minimize greenhouse gas emissions, the contractor is prohibited from allowing its vehicle engines to idle for more than five (5) minutes, unless such idling is necessary for the safe operation of the vehicles in question.

A.1.9 Parking

The contractor's vehicles shall at no times park in locations where they could cause hygiene and contamination problems. For this purpose, the contractor shall take special care to avoid parking its vehicles close to building air-conditioning system air intakes. In addition, the contractor's vehicles may be parked only in locations specified for that purpose.

A.1.10 Response time

The services described above shall be made within a period of 24 hours following the request from the Technical Authority.

A.1.11 Quebec PST exemption

Products and services ordered herein, unless otherwise indicated, are for the use of and are being purchased by the department of National Defence with crown funds and are therefore not subject to Quebec provincial sales tax.

**Rental of chemical toilets
3 Wing Bagotville**

SPECIFICATIONS

A.2 DESCRIPTION OF ACTIVITIES

The activities covered herein includes rental, delivery, installation, maintenance, emptying and pick-up of chemical toilets used for various activities by 3 Wing Bagotville

A.2.1 Main activities

There are four (4) main activities other than providing chemical toilets on demand

- a) Glider runway / cadet familiarisation site (end of April to the end of June and mid August to mid October);
- b) 3 Wing cadet camp and Cadet survival camp in ZEC Mars Moulin (end June to mid August);
- c) 3 Wing firing range (12 months)
- d) Bagotville's International Air Show (SAIB) planned for the 22nd and 23rd of June 2013.

A.2.2 Condition of chemical toilets

Toilets must be in good shape and meet the following conditions:

- a) they must be of polyethylene;
- b) they must be clean and disinfected using a bactericidal disinfectant;
- c) they must be equipped with a toilet deodorant;
- d) the door hardware must be in perfect working order; and
- e) all accessories must be in good conditions.

Toilets are subject to a favourable report by the Department of National Defence (DND) prior to the awarding of the contract and during the course of the contract.

A.2.3 Servicing and emptying frequency

Unless otherwise indicated in this contract, chemical toilets shall be emptied and serviced once (1) a week.

A.2.4 Invoicing

Invoices shall be identified with the name of the activity as described in section A.3 and sent to:

**Commandant
3^e Escadre Bagotville
Bâtiment 225 - SIMDUT
CP 5000, Succ. Bureau-chef
Alouette (Québec) G0V 1A0**



Rental of chemical toilets 3 Wing Bagotville

SPECIFICATIONS

A.3 DETAILS OF ACTIVITIES

A.3.1 Glider runway / Cadet flight familiarisation site

A.3.1.1 Requirements

Supply one (1) chemical toilet for the Glider runway / Cadet flight familiarisation site from the end of April to the end of June and from mid August to mid October, exact dates will be provided by the Technical authority as soon as available.

A.3.1.2 Servicing and emptying frequency

Servicing and emptying of the toilet located at the Glider runway - Cadet flight familiarisation site shall be done two times (2) per week, Mondays and Thursdays.

A.3.1.3 Invoicing

Invoicing for this activity shall be identified "**Piste des planeurs**".

A.3.2 Cadet camp and Cadet survival camp in ZEC Mars Moulin

A.3.2.1 Requirements

Supply the chemical toilets indicated in the table below for the different location of the 3 Wing cadet camp and the cadet survival camp in ZEC Mars Moulin from the end of June to mid August, exact dates will be provided by the Technical authority as soon as available.

Location		Quantity of toilets
1	Glider runway / Cadet flight familiarisation site	1
2	3 Wing cadet camp gate	1
3	3 Wing Cadet camp transport trailer (behind Wing arena)	1
4	Cadet survival camp in ZEC Mars Moulin	12

A.3.2.2 Servicing and emptying frequency

Servicing and emptying of the toilets located for locations 1, 2 and 3 of the cadet camp shall be done two times (2) per week, Mondays and Thursdays

Servicing and emptying of the toilets located at the cadet survival camp in ZEC Mars Moulin shall be done three times (3) per week, Mondays, Wednesdays and Fridays

A.3.2.3 Invoicing

Invoicing for this activity shall be identified "**Camp de cadets**".



Rental of chemical toilets 3 Wing Bagotville

SPECIFICATIONS

A.3.3 3 Wing firing range and gas chamber training area

A.3.3.1 Requirements

Supply two (2) chemical toilets year round. (12 months), one for the 3 Wing firing range and one for the gas chamber training area.

A.3.3.2 Servicing and emptying frequency

Servicing and emptying of the toilets located at the firing range and gas chamber training facility shall be done one time (1) per week.

A.3.3.3 Invoicing

Invoicing for this activity shall be identified "**Entraînement opérationnel**"

A.3.4 Bagotville International Air Show (SAIB 2013)

A.3.4.1 Requirements

Supply chemical toilets indicated in the table below for the SAIB 2013.
(22nd and 23rd of June 2013)

Type		Quantity of toilets
1	Regular chemical toilets	250
2	VIP chemical toilets (deluxe)	8
3	Disable person chemical toilets	6

A.3.4.2 Servicing and emptying frequency

Servicing of chemical toilets will be done as required during the SAIB. At the end of each day, the chemical fluid shall emptied and replaced, all toilets shall be cleaned and disinfected as to be in perfect condition for the next day of the air show.

A.3.4.3 Invoicing

Invoicing for this activity shall be identified "**SAIB 2013**".

Note: **This activity is not exempt from Quebec provincial sales tax (PST).**

A.3.5 On request rental of chemical toilets

A.3.5.1 Requirements

Supply chemical toilets as requested by the Technical Authority.

A.3.5.2 Servicing and emptying frequency

Servicing and emptying of the toilets on-demand shall be done one time (1) per week.

A.3.5.3 Invoicing

Invoicing for this service shall be identified as requested by the Technical Authority.

**Rental of chemical toilets
3 Wing Bagotville****SPECIFICATIONS**

A.3.6 Extra servicing and emptying of toilets**A.3.6.1 Requirements**

On request from the Technical Authority only, provide extra servicing and emptying of toilets listed in this document.

A.3.6.2 Invoicing

Charges for this service shall be added to the toilet invoice.

A.3.7 Emptying grey water containers**A.3.7.1 Requirements**

On request from the Technical Authority only, empty containers containing grey water produced during different activities. This service will normally be performed at the same time as servicing and emptying toilets related to the activities.

These containers will be supplied by 3 Wing and will normally be "Tote tanks" with a maximum capacity of 1000 L.

A.3.7.2 Invoicing

Charges for this service shall be added to the toilet invoice of the activity.

**Rental of chemical toilets
3 Wing Bagotville****BASIS OF PAYMENT**

B.1 BASIS OF PAYMENT

Unit or lot prices for the rental of chemical toilets shall be firm for two years and shall include all costs and expenses that may be incurred by the supplier in carrying out the work.

These costs and expenses include but are not limited to: delivery, installation, pick-up at the end of the rental period, administration, profit, servicing once a week (or more, as indicated) and the replacement and disposal of chemical fluid.

B.1.1 Glider runway / Cadet flight familiarisation site

Please submit a price for the rental of (1) chemical toilet from the end of April to the end of June and from mid August to mid October with servicing as described at article **A.3.1 of Annex A** for the Glider runway / Cadet flight familiarisation site:

For the amount of (value A):

Note: An invoice for half (1/2) of the amount may be sent at the end of June and the balance when the toilets are picked-up in mid October.

B.1.2 Cadets

Please submit a lot price for the rental of fifteen (15) of chemical toilets from the end of June to mid August with servicing as described at article **A.3.2 of Annex A** for the 3 Wing cadet camp and the cadet survival camp in ZEC Mars Moulin:

For the amount of (value B):

Note: An invoice for half (1/2) of the amount may be sent in mid July and the balance when the toilets are picked-up at the end of the camp in mid August

B.1.3 3 Wing firing range and gas chamber training area

Please submit a monthly rate for the rental of (2) chemical toilet with servicing as described at article **A.3.3 of Annex A** for the 3 Wing firing range and gas chamber training area:

Rate per month (value C):



Rental of chemical toilets 3 Wing Bagotville

BASIS OF PAYMENT

B.1.4 Bagotville International Air Show (SAIB 2013)

Please submit a daily rate for the rental of chemical toilets with servicing as described at article **A.3.4 of Annex A** for the air show planned in 2013:

	Type	Quantity	Rate per toilet per day
1	Regular chemical toilet (value D)	250	
2	VIP chemical toilet (deluxe) (value E)	8	
3	Disable person chemical toilets (value F)	6	

B.1.5 On request rental of chemical toilets

Please submit rates by period indicated in table below with servicing as described at article **A.3.5 of Annex A** for the rental of toilets on request:

	Period	Rate per toilet
1	1 day	
2	1 week (value G)	
3	1 month (value H)	
4	6 months	
5	1 year (12 months)	

Note: Invoicing may be submitted monthly or at the end of the rental period.

For evaluation purposes only:

The quantity of chemical toilets rented per year is estimated at fifteen (15) for one week and eight (8) for one month.



BASIS OF PAYMENT

B.1.6 Extra servicing and emptying of toilets

Please submit a rate for each extra servicing and emptying of toilets as described at article **A.3.6 of Annex A.**

Rate for extra servicing and emptying per toilets (**value I**):

For evaluation purposes only:

The estimated amount of extra servicing will be calculated at five (5) per year

B.1.7 Emptying grey water containers

Please submit a rate for each emptying of grey water containers as described at article **A.3.7 of Annex A.**

Rate per emptying (**value J**):

For evaluation purposes only:

The estimated amount of grey water containers to be emptied will be calculated at ten (10) per year.



Rental of chemical toilets 3 Wing Bagotville

BASIS OF PAYMENT

B.2 EVALUATION

The evaluation of bids will be done for the two year period according to the following formula:

value A x 2 seasons	
value B x 2 seasons	
value C x 24 months	
value D x 250 toilets x 2 days	
value E x 8 toilets x 2 days	
value F x 6 toilets x 2 days	
value G x 30 toilets	
value H x 16 toilets	
value I x 10	
value J x 20	
Sum of bid	