

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Public Works and Government Services Canada
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510**

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
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

Title - Sujet Non-Destructive Testing	
Solicitation No. - N° de l'invitation W0134-12CYJH/A	Date 2012-05-04
Client Reference No. - N° de référence du client W0134-12CYJH	GETS Ref. No. - N° de réf. de SEAG PW-\$EDM-607-9403
File No. - N° de dossier EDM-2-35001 (607)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-06-18	Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Jenkinson, Lorraine	Buyer Id - Id de l'acheteur edm607
Telephone No. - N° de téléphone (780)497-3593 ()	FAX No. - N° de FAX (780)497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE WCE CONTRACTS 4 WING COLD LAKE PO BOX 6550 STN FORCES COLD LAKE ALBERTA T9M2C6 CANADA	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

TITLE: NON-DESTRUCTIVE TESTING & INSPECTION, 4 WING COLD LAKE**TABLE OF CONTENTS****PART 1 - GENERAL INFORMATION**

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Solicitation No. - N° de l'invitation

W0134-12CYJH/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

edm607

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

W0134-12CYJH

File No. - N° du dossier

EDM-2-35001

CCC No./N° CCC - FMS No/ N° VME

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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, if applicable, 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 Statement of Work the Basis of Payment and any other annexes as identified in the Table of Contents.

2. Summary

- 2.1 Regional Individual Standing Offer for the provision of all labour, materials, tools, equipment, transportation and supervision necessary to carry out non-destructive testing, inspection and examination of boilers, compressors, hot water tanks, welding, etc. for the Department of National Defence, 4 Wing Cold Lake, Alberta on an "as and when requested" basis. The work will include: magnetic particle inspection, radiography inspection, liquid penetrant inspection, ultrasonic inspection, Eddy inspection and boiler inspections. The Standing Offer will be effective for a period of two (2) years.
- 2.2 There is a security requirement associated with this requirement. For additional information, consult Part 6 - Security, Financial and Insurance Requirements, and Part 7A - Standing Offer. Offerors 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)" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

- 2.3 The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

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.

4. Debriefings

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the *Standard Acquisition Clauses and Conditions* (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) 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 (2012-03-02), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

1.1 SACC Manual Clauses

M0019T (2007-05-25), Firm Price and/or Rates

M1004T (2011-05-16), Condition of Material

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.

Transmission of offers by facsimile to PWGSC will be accepted.

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.

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 Alberta.

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 (1 hard copy)
- Section II: Financial Offer (1 hard copy)
- Section III: Certifications (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html)

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>).

To assist Canada in reaching its objectives, offerors are encouraged to:

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

Section I: Technical Offer

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

Section II: Financial Offer

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

1.1 Payment by Credit Card

Canada requests that offerors complete one of the following:

- (a) ☐ Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA _____

Master Card _____

- (b) ☐ Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**1. Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the 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**

Failure to meet any of the following mandatory criteria at bid closing will render your submission non-responsive and it will be given no further consideration.

- a) Ability to perform the full scope of the work described in Annex "A".

1.2 Financial Evaluation**1.2.1** The Total Bid Price will be calculated in the following method:

- a) Pricing will be evaluated by multiplying the individual line items (except item G) by their estimated usages for each year and aggregating these totals. The mark-up for "Extra materials" will be applied to the estimated usages for each year. The resulting amounts of all items will be added together to reach a total evaluated bid price.

1.2.2 SACC Manual Clauses

A0220T (2007-05-25), Evaluation of Price

C3011T (2010-01-11), Exchange Rate Fluctuation

2. Basis of Selection

- 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 be recommended for issuance of a standing offer.

PART 5 - CERTIFICATIONS

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

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

1. Certifications Precedent to Issuance of a Standing Offer

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.

1.1 Federal Contractors Program - Certification

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 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

- 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 [<http://laws-lois.justice.gc.ca/eng/acts/E-5.401/index.html>];
- c. () 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;
- 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 [<http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml>].

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, offerors must provide the information required below.

1.2.1 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.

1.2.2 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:

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

1.2.3 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:

- 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.

1.2.4 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.

1.3 Status and Availability of Resources

The Offeror certifies that, should it be issued a standing offer as a result of the Request for Standing Offer, every individual proposed in its offer will be available to perform the Work resulting from a call-up against the Standing Offer as required by Canada's representatives and at the time specified in a call-up or agreed to with Canada's representatives. If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror has proposed any individual who is not an employee of the Offeror, the Offeror certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Offeror must, upon request from the Standing Offer Authority, provide a written confirmation, signed by the individual, of the permission given to the Offeror and of his/her availability.

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

1. Security Requirement

- 1.1. 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.
- 1.2. 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.
- 1.3. 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)" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

- 1.1 The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

2. Security Requirement

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE No. W0134-12CYJH

- 2.1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- 2.2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel MAY NOT ENTER sites without an escort.
- 2.3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- 2.4. The Contractor/Offeror must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex "A";
- (b) Industrial Security Manual (Latest Edition).

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

3.1 General Conditions

2005 (2012-03-02), General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

3.2 Periodic Usage Reports - Standing Offer

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

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "D". 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 **fifteen (15) calendar days** after the end of the reporting period.

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from _____ to _____.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Lorraine Jenkinson
 Supply Specialist
 Public Works and Government Services Canada
 Acquisitions Branch, Western Region
 Telus Plaza North, 5th Floor
 10025 Jasper Avenue
 Edmonton, AB T6J 1S6

Telephone: 780-497-3593

Facsimile: 780-497-3510

E-mail address: Lorraine.Jenkinson@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.

5.2 Technical Authority *(to be named upon issuance of a Standing Offer)*

The Technical Authority for the Standing Offer is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - ____

Facsimile: ____ - ____ - ____

E-mail address: _____

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

OR

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

The Technical 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.

5.3 Offeror's Representative

Name: _____

Title: _____

Telephone: ____ - ____ - ____

Facsimile: ____ - ____ - ____

E-mail address: _____

6. Identified Users

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

- Department of National Defence, Construction Engineering, 4 Wing Cold Lake, Cold Lake AB

7. Blank**8. Call-up Instrument**

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, Call-up Against a Standing Offer or electronic document.

9. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$26,250.00 (Goods and Services Tax or Harmonized Sales Tax included).

10. Financial Limitation - Total

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ (Goods and Services Tax or Harmonized Sales Tax excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or three (3) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

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.

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-03-02), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010C (2012-03-02), General Conditions - Services (Medium Complexity);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex C, Security Requirements Check List;
- h) Annex D, Standing Offer Report
- i) the Offeror's offer _____ (insert date of offer), _____ (if the offer was clarified or amended, insert at the time of issuance of the offer: "as clarified on _____" **or** "as amended _____". (insert date(s) of clarification(s) or amendment(s) if applicable).

12. Certifications**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.

12.2 SACC Manual Clauses

M3020C (2010-01-11), Status and Availability of Resources

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 _____. *(Insert the name of the province or territory as specified by the offeror in its offer, if applicable).*

14. Estimates

Where an estimate of the cost of performing specific work is required, the Identified User will provide the Offeror with a statement of the work required and the Offeror must provide the Identified User with an estimate of the cost of performing the specified work in accordance with the pricing provision of the Standing Offer. The Offeror must not undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User.

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

2.2 Modifications to General Conditions

Section 13, Interest on Overdue Accounts, of 2010C (2012-03-02), 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 Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex "B", to a limitation of expenditure of **\$(as per the call-up document)**. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

4.2 Limitation of Expenditure

4.2.1. Canada's total liability to the Contractor under the Contract must not exceed **\$(as per the call-up document)**. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

4.2.2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,
- whichever comes first.

4.2.3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

4.3 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b) all such documents have been verified by Canada;
- c) the Work delivered has been accepted by Canada.

4.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

C0710C (2007-11-30), Time and Contract Price Verification

C0711C (2008-05-12), Time Verification

C2000C (2007-11-30), Taxes - Foreign-based Contractor (*if applicable*)

C2605C (2008-05-12), Canadian Customs Duties and Sales Tax - Foreign-based Contractor (*if applicable*)

4.5 Payment by Credit Card

(The standing offer authority must complete one of the clauses if the offeror has accepted payment by credit card(s) {Visa, Master Card} as specified by the offeror under Part 3 of the request for standing offers.)

(Use this clause if only one credit card is accepted)

The following credit card is accepted: _____.

OR

(Use this clause if more than one credit card are accepted)

The following credit cards are accepted: _____ and _____.

5. Invoicing Instructions

5.1. 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.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses.

5.2. Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6. SACC Manual Clauses

A9039C (2008-05-12), Salvage

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

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Amd. No. - N° de la modif.

File No. - N° du dossier

EDM-2-35001

Buyer ID - Id de l'acheteur

edm607

CCC No./N° CCC - FMS No/ N° VME

STATEMENT OF WORK ANNEX "A"

**DEPARTMENT OF NATIONAL DEFENCE
4 WING COLD LAKE**

WING CONSTRUCTION ENGINEERING

**STATEMENT OF WORK
FOR**

NON DESTRUCTIVE TESTING & INSPECTION

**CFB COLD LAKE
ALBERTA, T9M 2C6**



Job Number:

W0134-12-CYJH

Date:

2012-02-17

Project Authority:

Sgt Pettigrew R.D.K.

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Description of Work

1. The work includes the supply of all labour, materials, tools, equipment, transportation and supervision necessary to carry out non-destructive testing, inspection and examination of boilers, compressors, hot water tanks, welding, etc. for the Department of National Defence, 4 Wing Cold Lake, Alberta on an "as and when requested" basis. The work will include: magnetic particle inspection, radiography inspection, liquid penetrant inspection, ultrasonic inspection, Eddy inspection and boiler inspections.
2. The Contractor will conduct the majority of work required between the hours of 0700 and 1600 hrs each working day or as otherwise directed.
3. Certifications:
 - a. Welding must be undertaken only by personnel approved by the Canadian Welding Bureau (CWB) to meet the requirements of Canadian Standards Association (CSA) Standard: W47.2-11, Certification of Companies for Fusion Welding of Aluminum. Approved Welding procedures by the CWB must be supplied on demand to the Technical Authority.
 - b. Personnel used to perform non-destructive testing and examination will be certified in accordance with CAN/CGSB 48.9712-2006/ ISO 9712:2005 to perform the following types of certifications:
 - i. Magnetic Particle Inspection
 - ii. Radiography Inspection
 - iii. Liquid Penetrant Inspection
 - iv. Ultrasonic Inspection
 - v. Eddy Current Inspection
4. Deliverables:
 - a. Upon completion of all inspections, the Contractor will submit a written report on the condition of the equipment covered by this Contract to the Technical Authority. Reports will indicate the date of inspection, location of equipment, faults found, and corrective action taken. A written estimation of cost for recommended repairs should also be included. This report will be submitted within 10 working days post inspection.
 - b. The Contractor must provide the deliverables listed below to the Department of National Defence, 4 Wing Cold Lake, Cold Lake Alberta and to the local Safety Codes Officer of Alberta Boilers Association, Safety Inspection Branch:
 - i. Comprehensive, quantitative results for all tests;
 - ii. Interpretation and analysis of results of all tests; and
 - iii. Test location drawings.
5. Materials:

Only those parts approved by the manufacturer will be used to effect repairs to the systems.
6. Method of Work:

Service/inspect all equipment in accordance with manufacturer's instructions. It will be the Contractor's responsibility to follow the manufacturer's instructions for application or installation of a material or product.

7. Response time:

- a. It is mandatory that fully qualified trades persons be available and respond to a request for an estimate or job order request within (48) forty-eight hours and the actual work will be performed within a time frame mutually agreed to by both parties unless deemed an "emergency" as detailed below.
- b. The Contractor will accept all calls for service from the Technical Authority. All requests will be confirmed in writing.
- c. The Contractor will be made available on a 24/7 day a week basis, and must provide an after hours phone number (cell phone, pager) for emergency calls. Contractor must action any emergency call within four (4) hours of receipt.

8. Codes and Standards

- a. It is the Contractor's responsibility to abide by all codes, standards and regulations which may govern and/or restrict the manner in which the contract is completed. The latest edition of all standards will govern.
- b. Non-destructive testing and examination must adhere to the following codes, standards and specifications (current edition) as follows:
 - i. ANSIIASME B31.1-2010 Power Piping
 - ii. ANSI/ASME Boiler and Pressure Code (1992) including: Section I (Power Boilers); Section IV; Section V (Non-Destructive Examination); and Section IX (Welding and Brazing Qualifications).
 - iii. CSA W47.2-11 Certification of Companies for Fusion Welding of Aluminum
 - iv. CSA W48 Series (1980) Electrodes
 - v. CSA B51-09 Boiler, Pressure Vessel and Pressure Piping Code
 - vi. CAN/CSA W117.2-06 Safety in Welding, Cutting and Allied Processes
 - vii. CSA W178.1-08 Certification of Welding Inspection Organizations
 - viii. CSA W178.2-08 Certification of Welding Inspectors
 - ix. ANSI/AWS B2.1/B2.1M:2009 Welding Procedures and Performance Qualifications
 - x. ANSI/AWS C1.1 (66) Recommended Practices for Resistance Welding
 - xi. C1.1M/C1.1:2000 (R2006) Welding Inspection
 - xii. ANSI/AWWA C206-11 Field Welding of Steel Water Pipe
 - xiii. CAN1 3.1-77 (R2006) Industrial and Commercial Gas Fired Package Boilers
 - xiv. ANSI Z21.13-2010/CSA 4.9-2010 Gas Fired Low-Press Steam and Hot Water Boilers
 - v. Alberta Boiler Association, Safety Branch - Codes, Practices, and Standards. Website: <http://www.absa.ca/ActAndRegs.aspx>

Warranty

- 9 All workmanship must be warranted for a period of 12 months from date of repair or replacement. All material/ equipment replaced under this agreement will be warranted as per the manufacturers

warranty. The Contractor is to supply the Project Authority with the associated manufacturer warranties upon completion of the work.

Contractors Use of Site

10. For execution of the work only, subject to the following:
- a. Movement around site will be subject to restrictions imposed by the Project Authority;
 - b. Do not unreasonably encumber site with materials or equipment;
 - c. Maintain work in tidy condition, free from accumulation of waste products and debris; and
 - d. Execute work with the least possible interference or disturbance to occupants and normal use of premises.

Workmanship

11. Workmanship must be of the best quality, executed by workers skilled and ticketed in the respective trades for which they are employed. It is the responsibility of the Contractor to supply fully licensed and accredited employees. All related licenses, tickets and accreditation are the responsibility of the Contractor and must be provided as proof of quality of skills required for the terms of this contract.
12. Contractors must not employ any unfit person or anyone unskilled in their respective duties. The Work must not be performed by any person who, in the opinion of the Project Authority, is incompetent, unsuitable or has been conducting himself/herself improperly. Project Authority reserves the right to request the dismissal from the site, workers deemed incompetent, careless, insubordinate or otherwise objectionable.
13. Decisions as to the quality or fitness of workmanship in cases of dispute rest solely with the Project Authority, whose decision is final.

Operational Security

14. Work carried out within the General Restricted Area (GRA) is subject to special and unique security regulations. All Contractors' employees must carry company I.D and GRA pass. Individuals without authorized passes in their possession will not be permitted to enter the GRA. If the Project Authority requires the Contractor to work in the GRA where there Reliability clearance does not give them access, the Project Authority will attempt to provide Security Escorts.
15. The use of cell phones are restricted in the GRA;
- a. Use of cellular phones is prohibited within Refuelling compounds; and
 - b. Cell phones will not be operated within 15 metres of an aircraft.
16. Contractors are not to take any pictures within the GRA, if required to take a picture, the Project Authority could take the picture for the Contractor. A request must be submitted to the Project Authority well in advance; this request will be considered but might not be supported due to other requirements.

Health & Safety Requirements

Responsibility

17. All accidents are to be reported to the Project Authority immediately.

Hazardous Material:

18. All hazardous material must be identified and labelled in accordance with the Workplace Hazardous Material Information System (WHMIS) and copies of the Material Safety Data Sheet (MSDS) must be supplied to the Project Authority.

Unforeseen Hazards

19. Should any unforeseen or peculiar safety-related factor, hazard, or condition become evident during the performance of work, report to Project Authority immediately.

Asbestos Discovery

20. If during execution of contract work, workers uncover or disturb suspected asbestos products that are not covered in the contract specifications, STOP work in that area and report to Project Authority immediately.

Building Smoking Environment

21. 4 Wing Cold Lake has a no smoking policy in effect with exceptions unless in designated smoking areas.

Orientation Meeting*Kick-Off Meeting*

22. A kickoff meeting will be conducted for the Contractor and Project Authority. This meeting provides both parties an opportunity to bring forward or answer all inquiries or questions. This meeting will be held prior to initial call-up to ensure there is no misunderstanding. The Project Authority will contact the Contractor to arrange for this meeting. The meeting is expected to last approximately one hour but may vary from this time frame.

DND Fire Safety Requirements

23. The Contractor's personnel who will be working on 4 Wing must read and abide by the 4 Wing Cold Lake Fire Orders and Regulations for Contractors, which will be provided by the Project Authority during the orientation meeting or before the commencement of the work.

The Project Authority will coordinate arrangements for the Contractor to be briefed on Fire Safety at their orientation meeting before any work is commenced.

Safety Briefing

24. Contractors/visitors/subcontractors working with/supporting DND personnel on will attend work-specific briefings by the Project Authority lasting approximately one (1) hour relating to health, safety, environmental and emergency response procedures. Documentation including Standing Operating Procedures (SOP's) or other procedures, and safety standards will be cited or made available to contract/visitor principals on a loan basis for reference, as applicable.
25. Observance of On-site Safety, Health and Environmental Standards on Protection of Property. The Contractor, his employees and/or subcontractors, undertakes and agrees to comply with all DND regulations in force at the worksite, including the observance of all safety, health and

environmental standards and those in place to preserve and protect DND property from loss or damage from all causes including fire.

Compliance

26. The Contractor is responsible to ensure that all employees and subcontractors that will be working on the site are fully briefed and have completed and signed the Contractor Safety Orientation Checklist prior to the start of any portion of the on site work. A copy of the signed checklist is to be provided to the Project Authority. No payments will be issued until all documentation is in place.

Environmental Protection Procedures

Disposal of Wastes

27. The following are disposals regulations
- a. Burying of rubbish or waste materials on site is prohibited;
 - b. Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers;
 - c. Costs associated with appropriate removal, transportation and disposal of wastes is the responsibility of the Contractor; and
 - d. The Contractor must dispose of all rubbish and residue in accordance with existing provincial and/or municipal regulations and/or bylaws.

Drainage

28. Do not pump contaminated water into waterways, storm drains, sanitary sewers, or drainage systems.
29. Control the disposal or runoff of contaminated water or other harmful substances in accordance with local authority requirements.

Work Adjacent to Waterways

30. Do not dump excavated fill, waste material or debris in waterways.

Damage

31. The Contractor must immediately notify the Project Authority of any damage incident.

Special Procedures: Airports In Use

General

32. When operating within the 4 Wing areas the following restrictions apply:
- a. Do not disrupt airport business except as permitted by Project Authority;
 - b. Provide temporary protection for safe handling of public, personnel, pedestrians and vehicular traffic; and
 - c. Provide barricades and lights where directed.

Movement of Equipment and Personnel:

33. In areas of airport not closed to aircraft traffic, the Contractor will:
- a. Obtain Project Authority's approval on scheduling of work;
 - b. Control movements of equipment and personnel as directed by Project Authority;
 - c. Obey signals and directions from escort instantly.
 - d. For all services that are required on the airfield an escort will be provided.
 - e. All personnel must be aware of Jet Blast (exhaust) from running and turning aircraft when working on the aerodrome. Jet Blast is extremely hot and forceful.

Foreign Object Damage (FOD) Control:

34. The Contractors must be aware of the following FOD Controls:
- a. Where travel routes cross active runways, taxiways or aircraft parking aprons, the Contractor and/or his designate must broom clean debris from area immediately;
 - b. Where access routes cross active runways, taxiways or parking aprons, the Contractor and/or his designate must keep crossings free of mud and debris at all times; and
 - c. FOD Control must be exercised on a continuous basis in vicinity of aircraft, runways or aprons. Control all blowing debris at all times, stop and check vehicle tires at all designated FOD Check Stop.

BASIS OF PAYMENT **ANNEX "B"**

- Unit prices must remain firm for the periods indicated and will include all costs associated with labour, materials, equipment, tools, supervision and transportation necessary to carry out the work.
- Do not include G.S.T./H.S.T. in the firm unit prices. G.S.T./H.S.T. is extra and will be added as a separate item on any resulting invoice.
- Estimated usages are for evaluation purposes only and do not constitute a guarantee of work required and will not form part of any resultant contract.

ITEM	DESCRIPTION	ESTIMATED USAGE [A]	UNIT PRICE YEAR 1 [B]	UNIT PRICE YEAR 2 [C]	EXTENDED PRICE [AXB] + [AXC]
A	Magnetic Particle Inspection:				
1.0	Service calls will be all-inclusive of travel time to and from the site [up to 150km], vehicle expenses and the first hour of on-site productive labour	2 calls	\$ _____/call	\$ _____/call	
2.0	Labour during regular working hours, Monday through Friday (0700-1600): Technician with truck and equipment: Helper:	8 hours 8 hours	\$ _____/hour \$ _____/hour	\$ _____/hour \$ _____/hour	
3.0	Contractors located more than 150km from 4 Wing Cold Lake, Alberta are to provide a travel time rate. The rate will be used to reimburse travel time in excess of 150 km.	6 hours	\$ _____/hour	\$ _____/hour	
4.0	Extra material, if required, over and above what is normally required to perform testing: These costs will be charged at the contractor's actual laid down cost plus a mark-up. Verification of the contractor's cost will be provided to the Technical Authority upon request.	\$1500.00	_____ %	_____ %	

B Radiography Inspection:				
1.0	Service calls will be all-inclusive of travel time to and from the site, vehicle expenses and the first hour of on-site productive labour	2 calls	\$ ____/call	\$ ____/call
2.0	Labour during regular working hours, Monday through Friday (0700-1600): Technician with truck and equipment: Helper:	8 hours 8 hours	\$ ____/hour \$ ____/hour	\$ ____/hour \$ ____/hour
3.0	Contractors located more than 150km from 4 Wing Cold Lake, Alberta are to provide a travel time rate. The rate will be used to reimburse travel time in excess of 150 km.	6 hours	\$ ____/hour	\$ ____/hour
4.0	Extra material, if required, over and above what is normally required to perform testing: These costs will be charged at the contractor's actual laid down cost plus a mark-up. Verification of the contractor's cost will be provided to the Technical Authority upon request.	\$1500.00	____%	____%
C Liquid Penetrant Inspection:				
1.0	Service calls will be all-inclusive of travel time to and from the site, vehicle expenses and the first hour of on-site productive labour	2 calls	\$ ____/call	\$ ____/call
2.0	Labour during regular working hours, Monday through Friday (0700-1600): Technician with truck and equipment: Helper:	8 hours 8 hours	\$ ____/hour \$ ____/hour	\$ ____/hour \$ ____/hour
3.0	Contractors located more than 150km from 4 Wing Cold Lake, Alberta are to provide a travel time rate. The rate will be used to reimburse travel time in excess of 150 km.	6 hours	\$ ____/hour	\$ ____/hour

4.0	Extra material, if required, over and above what is normally required to perform testing: These costs will be charged at the contractor's actual laid down cost plus a mark-up. Verification of the contractor's cost will be provided to the Technical Authority upon request.	\$1500.00	____%	____%	
D	Ultrasonic Inspection:				
1.0	Service calls will be all-inclusive of travel time to and from the site, vehicle expenses and the first hour of on-site productive labour	10 calls	\$ ____/call	\$ ____/call	
2.0	Labour during regular working hours, Monday through Friday (0700-1600): Technician with truck and equipment: Helper:	10 hours 10 hours	\$ ____/hour \$ ____/hour	\$ ____/hour \$ ____/hour	
3.0	Contractors located more than 150km from 4 Wing Cold Lake, Alberta are to provide a travel time rate. The rate will be used to reimburse travel time in excess of 150 km.	6 hours	\$ ____/hour	\$ ____/hour	
4.0	Extra material, if required, over and above what is normally required to perform testing: These costs will be charged at the contractor's actual laid down cost plus a mark-up. Verification of the contractor's cost will be provided to the Technical Authority upon request.	\$1500.00	____%	____%	
E	Eddy Inspection:				
1.0	Service calls will be all-inclusive of travel time to and from the site, vehicle expenses and the first hour of on-site productive labour	1 call	\$ ____/call	\$ ____/call	

2.0	Labour during regular working hours, Monday through Friday (0700-1600): Technician with truck and equipment: Helper:	8 hours 8 hours	\$ _____/hr \$ _____/hr	\$ _____/hr \$ _____/hr	
3.0	Contractors located more than 150km from 4 Wing Cold Lake, Alberta are to provide a travel time rate. The rate will be used to reimburse travel time in excess of 150 km.	6 hours	\$ _____/hour	\$ _____/hour	
4.0	Extra material, if required, over and above what is normally required to perform testing: These costs will be charged at the contractor's actual laid down cost plus a mark-up. Verification of the contractor's cost will be provided to the Technical Authority upon request.	\$1000	_____ %	_____ %	
F	Boiler inspections:				
1.0	Bi-annual boiler inspection report	2 inspections	\$ _____/inspection	\$ _____/inspection	
G	Authorized travel and living:				
	Travel and living expenses associated with performing on-site work, if requested by the Technical Authority, will be reimbursed at actual costs incurred without mark-up except for meals which are not to exceed the rates given in the Treasury Board Travel and Living Guidelines in effect at time of travel. A copy of the current Travel Directive is available at: http://www.njc-cnm.gc.ca/directive/travel-voyage/index-eng.php				not part of bid price calculation
TOTAL BID PRICE:					

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Buyer ID - Id de l'acheteur

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W0134-12CYJH

File No. - N° du dossier

EDM-2-35001

CCC No./N° CCC - FMS No./N° VME

SECURITY REQUIREMENTS CHECK LIST..... ANNEX "C"

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

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STANDING OFFER REPORT. ANNEX "D"

Each Usage Report is to be comprised of data from completed Call Ups.

The data must be submitted by email on a quarterly basis to the Public Works and Government Services Canada Standing Offer Authority at WST.PA-EDM@pwgsc-tpsgc.gc.ca.

The first due date is _____, and reports are due every four (4) months thereafter.

The Offeror hereby offers to provide information on completed Callups as per the format below:

Supplier Name		Contact Name / Number:	
Standing Offer Number:		Period Covered	

Department	Call up Number	Dollar Value (GST Included)

Contract Number / Numéro du contrat W0134-12CYJH
Security Classification / Classification de sécurité UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A. CONTRACT INFORMATION / PARTIE A. INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine National Defence	2. Branch or Directorate / Direction générale ou Direction Contracts & Wing Cold Lake
3. a) Subcontract Number / Numéro du contrat de sous-traitance	
3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Structural welding stand-off for 4 Wing Cold Lake, Contracts	

5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
---	---

6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? (Specify the level of access using the chart in Question 7. c) Le fournisseur et ses employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès	Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
--	---------------------------------	--------------------------------------	---

7. b) Release restrictions / Restrictions relatives à la diffusion All NATO countries Tous les pays de l'OTAN No release restrictions / Aucune restriction relative à la diffusion Restricted to: / Limité à : Specify country(ies) / Préciser le(s) pays : A not releasable / À ne pas diffuser	7. c) Level of information / Niveau d'information PROTECTED A PROTECTED B PROTECTED C CONFIDENTIAL SECRET TOP SECRET TRÈS SECRET TOP SECRET (SIGINT) TRÈS SECRET (SIGINT)
--	--

7. d) Level of information / Niveau d'information PROTECTED A PROTECTED B PROTECTED C CONFIDENTIAL SECRET TOP SECRET TRÈS SECRET TOP SECRET (SIGINT) TRÈS SECRET (SIGINT)	7. e) Level of information / Niveau d'information NATO UNCLASSIFIED NATO NON CLASSIFIED NATO RESTRICTED NATO DIFFUSION RESTREINTE NATO CONFIDENTIAL NATO CONFIDENTIAL NATO SECRET COSMIC TOP SECRET COSMIC TRÈS SECRET	7. f) Level of information / Niveau d'information PROTECTED A PROTECTED B PROTECTED C CONFIDENTIAL SECRET TOP SECRET TRÈS SECRET TOP SECRET (SIGINT) TRÈS SECRET (SIGINT)
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Contract Number / Numéro du contrat	W0134-12CVJH
Security Classification / Classification de sécurité	UNCLASSIFIED

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?
Dans l'affirmative, indiquer le niveau de sensibilité:
If Yes, indicate the level of sensitivity:
☒ Yes ☐ No ☐ Out

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?
☒ Yes ☐ No ☐ Out

Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :
PART B - PERSONNEL (SUPPLIER / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.
NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
COMMENTS: Special comments:
ACCS AUX EMPLOIEMENTS
TOP SECRET - SIGINT ☐ NATO CONFIDENTIAL ☐ NATO SECRET ☐ COSMIC TOP SECRET ☐
TOP SECRET - SIGINT ☐ NATO CONFIDENTIAL ☐ NATO SECRET ☐ COSMIC TOP SECRET ☐
COTE DE FIABILITE ☒ CONFIDENTIAL ☐ SECRET ☐ TOP SECRET ☐
TOP SECRET ☐ SECRET ☐ COSMIC TOP SECRET ☐
COMMENTS: Special comments:

10. b) May unescorted personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?
If Yes, will unescorted personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté?
☒ Yes ☐ No ☐ Out

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?
☒ Yes ☐ No ☐ Out

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?
☒ Yes ☐ No ☐ Out

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?
☒ Yes ☐ No ☐ Out

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF A LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?
☒ Yes ☐ No ☐ Out

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?
☒ Yes ☐ No ☐ Out

12. a) Is the description of the work contained within the SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation associated to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions. Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED			CLASSIFIED			NATO			COMSEC			
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	CONFIDENTIAL	NATO	SECRET	TOP SECRET	CONFIDENTIAL	SECRET	TOP SECRET
Information / Informations													
Production													
Support / Support													
IT / IT													
Electronic / Électronique													

Contract Number / Numéro du contrat
WM134-12CYJH
Security Classification / Classification de sécurité
UNCLASSIFIED

Contract Number / Numéro du contrat	W0134-12CJH
Security Classification / Classification de sécurité	UNCLASSIFIED

13. Organization Project Authority / Changé de projet de l'organisme		14. Organization Security Authority / Responsable de la sécurité de l'organisme	
Petigrew, Robert		Carm Murray - CF MP GP HQ - Industrial Security	
Name (print) - Nom (en lettres majuscules)		Name (print) - Nom (en lettres majuscules)	
Title - Titre		Title - Titre	
Signature		Signature	
Date		Date	
2012/02/02		2012/02/02	
Sgt Petigrew RD		Contract Inspector	
7629		7629	
E-mail address - Adresse courriel		E-mail address - Adresse courriel	
Petigrew.rdk@forces.gc.ca		Petigrew.rdk@forces.gc.ca	
Facsimile No. - N° de télécopieur		Facsimile No. - N° de télécopieur	
780-840-7310		780-840-7310	
Telephone No. - N° de téléphone		Telephone No. - N° de téléphone	
780-840-8000		780-840-8000	
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?		15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?	
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/>	
16. Procurement Officer / Agent d'approvisionnement		16. Procurement Officer / Agent d'approvisionnement	
Name (print) - Nom (en lettres majuscules)		Name (print) - Nom (en lettres majuscules)	
Title - Titre		Title - Titre	
Signature		Signature	
Date		Date	
17. Contracting Security Authority / Autorité contractante en matière de sécurité		17. Contracting Security Authority / Autorité contractante en matière de sécurité	
Name (print) - Nom (en lettres majuscules)		Name (print) - Nom (en lettres majuscules)	
Title - Titre		Title - Titre	
Signature		Signature	
Date		Date	
18/Jan 7/12		18/Jan 7/12	
E-mail address - Adresse courriel		E-mail address - Adresse courriel	
Joelle.Smith@cpsgc-pwsgc.gc.ca		Joelle.Smith@cpsgc-pwsgc.gc.ca	
Facsimile No. - N° de télécopieur		Facsimile No. - N° de télécopieur	
Telephone No. - N° de téléphone		Telephone No. - N° de téléphone	

Joelle Smith
Contract Security Officer, Contract Security Division
Joelle.Smith@cpsgc-pwsgc.gc.ca
Tel/Fax: 613-948-1726 / Fax/Télé: 613-954-4171

Security Classification / Classification de sécurité
UNCLASSIFIED