

## ANNEX D - FINANCIAL BID FORM

Complete and submit in a **separate sealed envelope** with the Name of Bidder, Project Title, PWGSC Solicitation Number, and the words "FINANCIAL BID FORM" typed on the outside of the envelope.

**Project Title:** Real Property - 2  
Project Management Services, Project Delivery Services and Optional Services

**Bidder's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **PBN:** \_\_\_\_\_

### FINANCIAL BID

#### Fixed Fee (Annex A - Terms of Payment)

	<b>Management Fee #1</b> Carling Only Prior to April 2014	<b>Management Fee #2</b> Carling & Tunney's Starting 01 April 2014
Management Fee	\$ _____ /month <small>GST/HST extra</small>	\$ _____ /month <small>GST/HST extra</small>

#### Percentage Fee (Annex A - Terms of Payment)

Project Delivery Service (PDS) Fee	_____ % <small>GST/HST extra</small>
Optional Project Delivery Related Services (OPDS) Fee <small>(The OPDS % Fee must not exceed the PDS % Fee)</small>	_____ % <small>GST/HST extra</small>

Payments will be made in accordance with Annex A – Terms of Payment

### BID SECURITY

The Bidder is enclosing bid security with its bid in accordance with Section 6.3 - Bid Security.

### APPENDICES

The Bidder is enclosing the following Appendices, properly completed:

- Appendix 1 - List of Names – Directors of the Bidder
- Appendix 2 - Declaration Form – Federal Contractors Program
- Appendix 3 - Former Public Servants Certification

The Bidder certifies that the information submitted in response to this Request for Proposals is accurate and complete.

### SIGNATURE

\_\_\_\_\_  
Name and title of person authorized to sign on behalf of Bidder (Type or print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**ANNEX D  
FINANCIAL BID FORM - APPENDIX 2**

**FEDERAL CONTRACTORS PROGRAM (FCP) DECLARATION**

1. The Bidder or, if the Bidder is a joint venture, any of the members of the joint venture who does not fall within the exceptions enumerated in 2.a or b below or does not have a valid certificate number confirming its adherence to the FCP must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC. The form is available at:  
www.servicecanada.gc.ca/cgi-bin/search/eforms/index.cgi?app=profile&form=lab1168&dept=sc&lang=e/
  
2. 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 permanent full-time, permanent part-time 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 permanent full-time, permanent part-time 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), in which case a duly signed certificate of commitment is attached;
  - d. ( ) is subject to the FCP, 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.

**ANNEX D**  
**FINANCIAL BID FORM - APPENDIX 3**

**FORMER PUBLIC SERVANTS CERTIFICATION**

For the purposes of this certification,

"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 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; and
- 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; and,
- 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 Goods and Services Tax or Harmonized Sales Tax.