

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067**

Request For a Standing Offer Demande d'offre à commandes

National Individual Standing Offer (NISO)

Offre à commandes individuelle nationale (OCIN)

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 / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

Title - Sujet Mattress	
Solicitation No. - N° de l'invitation 21K01-121000/A	Date 2012-03-20
Client Reference No. - N° de référence du client 21K01-12-1000	GETS Ref. No. - N° de réf. de SEAG PW-\$KIN-650-5819
File No. - N° de dossier KIN-1-36669 (650)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-04-30	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Rombough, Lori	Buyer Id - Id de l'acheteur kin650
Telephone No. - N° de téléphone (613)545-8061 ()	FAX No. - N° de FAX (613)545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: As per callup document	
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

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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) template is divided into six parts:

- (i) Part 1, General Information;
- (ii) Part 2, Offeror Instructions;
- (iii) Part 3, Offer Preparation Instructions;
- (iv) Part 4, Evaluation Procedures and Basis of Selection;
- (v) Part 5, Certifications, and
- (vi) Part 6:
6A, Standing Offer, and
6B, Resulting Contract Clauses; and,

the Annexes.

Part 1: provides a general description of the requirement;

Part 2: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

Part 4: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, the security requirement, if applicable, and the basis of selection;

Part 5: includes the certifications to be provided;

Part 6A: includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

Part 6B: includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the statement of requirement and basis of payment.

2. Summary

2.1 Request for a National Individual Standing Offer (NISO) for the provision of raw materials, as specified in Annex 1, for the manufacture of mattresses on an "as and when" requested basis for Correctional Service Canada, CORCAN Industries.

Specifically required is Fire Retardant Mattress Foam.

2.2 Items are for delivery to CORCAN's in-house manufacturing centres located within various Correctional Service Canada's Institutions in the Atlantic and Prairie Regions. The main sites using the products are Atlantic Institution (Renous, New Brunswick) and Drumheller Institution (Drumheller, Alberta).

2.3 The period for placing call-ups against the Standing Offer shall be from date of issue to 31 July 2013 with 4 - one year extension periods.

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

3. Security Requirement

There is no security requirement associated with this requirement.

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.

2. Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) 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 Ontario.

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 I: Financial Offer (1 hard copy)

Section II: 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>).

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 2, Basis of Payment. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

Payment by Credit Card Canada requests that offerors complete one of the following:

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

The following credit card(s) are accepted: VISA _____ Master Card _____

- (b) ☐ Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer. The Offeror is not obligated to accept payment by credit card.

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

Section III: Certifications

Offerors 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 financial evaluation criteria.
- (b) An evaluation team comprised of representatives of Canada will evaluate the offers.

1.1. Technical Evaluation

To be considered responsive, a proposal must meet all the **Mandatory Technical Criteria**.

1.1.1 Mandatory Technical Criteria

Any bid which fails to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately and the Bidder must provide the necessary documentation to support compliance with this requirement.

a) Completion of Basis of Payment

All parts of Pricing Basis "A" within the Basis of Payment in Annex 2 must be completed in the format requested which includes FOB Plant and FOB Destination.

b) Document Required for Offers Evaluation Purposes - SACC M0280T (2007-05-25)

The Offeror must provide the following documents with its offer:

1. Specification sheets - to provide proof that the proposed items meet the minimum specifications in Annex 1, 1.4 Mandatory Performance Criteria.

Note: website links will not be accepted (as per clause 4, subsection 7 of 2006 (2011/05/16) Standard Instructions - Request for Standing Offers - Goods or Services.)

2. Certificates of Testing - to provide proof that all test results, for each criteria indicated in Annex 1, 1.4 Mandatory Performance Criteria, are met. Test results must no older than 5 years from the bid closing date.

1.2 Evaluation of Price - SACC M0222T (2010-01-11)

1. The price of the offer will be evaluated as follows:

- (a) Canadian-based offerors must submit firm prices, Canadian customs duties and excise taxes included, and Goods and Services Tax (GST) or Harmonized Sales Tax (HST) excluded.
- (b) foreign-based offerors must submit firm prices, Canadian customs duties, excise taxes and GST or HST excluded. Canadian customs duties and excise taxes payable by Canada will be added, for evaluation purposes only, to the prices submitted by foreign-based offerors.

2. Unless the Request for Standing Offers (RFSO) specifically requires offers to be submitted in Canadian currency, offers submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the RFSO closing date, or on another date specified in the RFSO, will be applied as a conversion factor to the offers submitted in foreign currency.

3. Although Canada reserves the right to issue the Standing Offer either on an FOB plant or FOB destination, Canada requests that offerors provide prices FOB their plant or shipping point and FOB destination. **Offers will be assessed on an FOB Plant basis.**

4. For the purpose of the RFSO, offerors with an address in Canada are considered Canadian-based offerors, and offerors with an address outside of Canada are considered foreign-based offerors.

1.2.1 Within Pricing Basis "A" - FOB Plant

(a) The Bidder's unit price will be multiplied by the estimated yearly usage and each Region's approximate percentage of order volume.

(b) Each product derived from (a) will be added together, resulting in an extended price.

(c) The extended prices will added together to calculate the evaluated price.

1.2.2 Pricing Basis "B" will not be included in the evaluation.

2. Basis of Selection - Mandatory Technical Criteria Only - SACC Manual: M0031T (2007-05-25)

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

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 for Employment Equity - \$200,000 or more

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to the issuance of a standing offer. If the Offeror, or, if the Offeror is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the issuance of a standing offer.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the *Government Contracts Regulations*. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100

employees. Any offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Offeror does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Offeror 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.

3. 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;

(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), in which case a duly signed certificate of commitment is attached;

(d) () is subject to FCP, and has a valid certificate number as follows: _____ (e.g. has not been declared an ineligible contractor by HRSDC).

Further information on the FCP is available on the HRSDC Web site.

1.2 Bidder's Procurement Business Number (PBN) _____

Canadian suppliers are required to have a Procurement Business Number (PBN) before issuance of a standing offer. Suppliers may register for a PBN in the Supplier Registration Information service on line at the Business Access Canada Website. For non-Internet registration, suppliers may contact the Business Access Canada InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

1.3 Supplier or Service Representative Contact

Name and telephone number of the person responsible for :

Orders, General Enquiries & Delivery Follow-up Name: _____ Telephone No. _____ Facsimile No. _____ E-mail address: _____	Emergency Service Contact Numbers: Telephone No. _____ Facsimile No. _____
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PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex 1.

2. Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the *Standard Acquisition Clauses and Conditions* (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

2.1 General Conditions

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

3. Term of the Standing Offer

3.1 Period of the Standing Offer

The period for making call-ups and providing services against the Standing Offer is from date of issue to 31 July 2013.

3.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional 4, one-year periods under the same conditions and at the rates specified in the Standing Offer, or at the rates calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 15 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

4. Authorities

4.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Lori Rombough
 Title: Supply Specialist
 Public Works and Government Services Canada
 Acquisitions Branch
 Directorate: Ontario Region
 Address: 86 Clarence St. 2nd Floor, Kingston, Ontario

Telephone: (613) 545-8061
 Facsimile: (613) 545-8067
 E-mail address: Lori.Rombough@pwgsc-tpsgc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

4.2 Technical Authority

The Technical Authority for the Standing Offer **Will be inserted into Standing Offer Document by PWGSC**

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.

4.3 Offeror's Representative

Will be inserted into Standing Offer Document by PWGSC

5. Site Authority

The Site Authorities authorized to make call-ups against the Standing Offer will be identified in the call-up instrument.

6. Call-up Instrument

The Orders will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, "Call-up Against a Standing Offer", sent by facsimile or e-mail or specialized approved client orders. Orders may also be placed by telephone followed by a written request for tracking purposes.

7. Limitation of Call-ups

Individual call-ups against the Standing Offers must not exceed **\$84,750.00** (Goods and Services Tax or Harmonized Sales Tax included).

Call-ups exceeding the limitation amount must be submitted to the Standing Offer Authority for processing.

8. Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-03-02) General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2012-03-02) General Conditions - Goods (Medium Complexity) apply
- e) Annex 1, Statement of Requirement;
- f) Annex 2, Basis of Payment;
- g) the Offeror's offer **(date will be inserted into Standing Offer Document by PWGSC)**

9 Certifications

9.1 Compliance

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

10. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

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 Requirement

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

2. Standard Clauses and Conditions

2010A (2012-03-02) General Conditions - Goods (Medium Complexity) apply to and form part of the Contract. Section 15 Interest on Overdue Accounts, of 2010A General Conditions - Goods (Medium Complexity) will not apply to payments made by credit cards at point of sale.

3. Term of the Contract**3.1 Delivery Date**

CORCAN requires delivery of NO later than 3 weeks from the receipt of a call-up document unless an alternate time frame has been approved by the Identified User. Suppliers must acknowledge receipt of each order and notify the Identified User of shortages, within three (3) days of receipt of an order.

3.2 Liquidated Damages

1. If the Contractor fails to deliver the goods within the time specified in the Contract, the Contractor agrees to pay to Canada liquidated damages in the amount of \$2,000 for each calendar day of delay. The total amount of the liquidated damages must not exceed 30% percent of the contract price.
2. Canada and the Contractor agree that the amount stated above is their best pre-estimate of the loss to Canada in the event of such a failure, and that it is not intended to be, nor is it to be interpreted as, a penalty.
3. Canada will have the right to hold back, drawback, deduct or set off from and against the amounts of any monies owing at any time by Canada to the Contractor, any liquidated damages owing and unpaid under this section.
4. Nothing in this section must be interpreted as limiting the rights and remedies which Canada may otherwise have under the Contract.

4. Payment**4.1 Basis of Payment**

1. The Basis of Payment attached hereto as Annex 2 shall be used to price any call-up made pursuant to this Standing Offer.

2. In consideration of the Offeror satisfactorily completing all of its obligations under the call-up, the Offeror will be paid the firm price stipulated in the call-up, calculated in accordance with the Basis of Payment", Goods and Services Tax (GST) and Harmonized Sales Tax (HST) extra, if applicable.

4.2 Limitation of Price

SACC Manual clause C6000C (2007-05-25)

4.3 Method of Payment - Multiple Payments

SACC Manual clause H1001C (2008-05-12)

Solicitation No. - N° de l'invitation

21K01-121000/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

kin650

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

21K01-12-1000

File No. - N° du dossier

KIN-1-36669

CCC No./N° CCC - FMS No/ N° VME

4.4 SACC Manual Clauses

Taxes - Foreign-based Contractor C2000C (2007-11-30)

4.5 Payment by Credit Card

The following credit card is accepted: **Will be inserted into Standing Offer Document by PWGSC.**
OR

The following credit cards are accepted: **Will be inserted into Standing Offer Document by PWGSC**
and **Will be inserted into Standing Offer Document by PWGSC.**

5. Invoicing Instructions

5.1 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions.

5.2 A copy of the Call-up document shall be included with the invoice.

6. SACC Manual Clauses

B7500C 2006-06-16 - Excess Goods

ANNEX 1 - STATEMENT OF REQUIREMENT

1.1 Background

CORCAN is a program of the Correctional Service of Canada (CSC), dating back to the mid-1800s, when the first federal prisons were built. The objective of CORCAN is to promote offender rehabilitation by developing or improving employability.

CORCAN became a Special Operating Agency in 1992, financed through a revolving fund and is subject to the same federal legislative and regulatory authority as CSC.

CORCAN operates in 39 sites across Canada with four business lines: textiles, manufacturing, construction and services (such as printing and laundry). A principal goal of CORCAN is to provide Offender Workers with positive job-related work habits and the opportunity to acquire real-world marketable skills. CORCAN shops operate in as businesslike a manner as possible, given their institutional setting and training imperatives. All shops are ISO-certified.

CORCAN's mission is to aid in the safe reintegration of offenders into Canadian society by providing employment and employability skills training to offenders incarcerated in federal penitentiaries and, for brief periods of time, after they are released into the community.

Further information can be found within the CSC website at:

<http://www.csc-scc.gc.ca/text/prgrm/corcan/index.html>

1.2 CORCAN Mattress Manufacturing Sites

CORCAN Industries located in Drumheller Institution (Drumheller, Alberta) and Atlantic Institution (Renous, New Brunswick) are the primary foam mattress production facilities, assembling various types and sizes of mattresses.

1.3 General Requirements and Information

- Annual production: estimated at 3,500 (various sizes) mattresses
- Typical mattress sizes produced: 78"x30"x3", 78"x30"x4", 78"x36"x3", 78"x36"x4", 78"x39"x3" and 78"x39"x4"
- Weight Capacity: ability to support a maximum weight of 400 lbs
- Thickness: Minimum 5lbs/cf range
- Mattress life expectancy: under normal wear & tear, a foam mattress is expected to last for approximately 2 years.
- All products must be "new". Recycled material shall not be accepted.
- **No minimum call-ups to apply.**

1.4 Mandatory Performance Criteria - Foam must meet or exceed the following Performance Values:

Criteria	Test Method(s)	Performance Value
Density	ASTM D3574	minimum 5 lbs /cf range
Indentation	ASTM D3574 - Measured at 3" thickness at 25% deflection	40 ±5 lbs medium
Compression set	ASTM D3574 50% constant deflection - percentage of original thickness	12% max
Tensile strength	ASTM D3574	8 lbs/sq in Min
Tear resistance	ASTM D3574	Minimum 2.0 lbs per square inch
Fungal growth	ASTM G21	No growth
Radiant panel Index	ASTM D3675	maximum flame index - 10 No flaming drips leaving specimen - no melting or dripping
NBS Smoke Chamber Smoke generation	ASTM E662 Flaming and non-flaming modes 1" sample	Ds 90 sec-100 maximum Ds 4 min - 175 maximum Dm - 200 maximum
Rate of heat release	ASTM E1354 A. Radiant flux 35kW/m2 B. Horizontal mode 2" sample	Peak Heat Release Rate 75kW/m2 maximum 3 minute Average Heat Release Rate 25 kW/m2

1. Flame and smoke resistance shall be inherent in the material and not be affected by water, laundering, steam autoclave and other cleaning agents and methods. Flame resistance properties shall not leach or migrate from cushioning material under any conditions.

2. Slab foam material shall be inherently anti-microbial - not topically applied.

***Testing shall be done within the last five years.**

1.5 Delivery

1.5.1 Delivery Time Turnaround:

CORCAN requires foam delivery of NO later than 3 weeks from the receipt of a call-up document unless an alternate timeframe has been approved by the Site Authority. Delivery may be provided by the Standing Offer holder in accordance with Pricing Basis "B" within Annex 2 or arranged by CORCAN, using their own trucks. CORCAN reserves the right to choose the most economical means of shipping.

1.5.2 Delivery Locations

Delivery location will be identified on each call-up document.

<u>ATLANTIC REGION:</u> Correctional Service of Canada - CORCAN ATLANTIC INSTITUTION 13175, Route 8 P.O. Box 102 Renous, New Brunswick E9E 2E1	<u>PRAIRIES REGION:</u> Correctional Service of Canada - CORCAN DRUMHELLER INSTITUTION Highway #9 P.O. Box 3000 Drumheller, Alberta T0J 0Y0
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1.5.3 Packaging

a) Products will be clearly labelled as to contents.

b) Identification of Products - Product(s) must be individually identified (i.e. labelled).

Such labelling must include the following information

- identification number
- weight (pounds/kilograms)
- Standing Offer Number and Call-up Number
- number of pieces, and
- delivery date

Annex 2 - Basis of Payment

- All parts of Pricing Basis "A" within the Basis of Payment must be completed in the format requested which includes FOB Plant and FOB Destination. **Failure to do so will result in a non-responsive proposal.**
- Pricing Basis "A": The Bidder must submit unit prices on a FOB Plant and FOB Destination basis.
- Pricing Basis "B": If applicable, the Bidder is requested to submit a percentage discount against the Bidder's published price list, on a FOB Plant basis.
- The estimated usage as stated herein is an estimate of the requirement made in good faith. The Standing Offer will be limited to the actual supplies ordered and delivered.
- Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is not to be included in the discount but is to be shown as a separate line item on all invoices.

BREAKDOWN OF STANDING OFFER TERM:

Year #1: Date of issue to 31 July 2013
 Year #2: 01 August 2013 to 31 July 2014 (extension period)
 Year #3: 01 August 2014 to 31 July 2015 (extension period)
 Year #4: 01 August 2015 to 31 July 2016 (extension period)
 Year #5: 01 August 2016 to 31 July 2017 (extension period)

The currency of the Bidder's pricing will be in (check off one):

____ Canadian funds or;

____ U.S. Funds or;

____ Other: _____

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File No. - N° du dossier
KIN-1-36281

Buyer ID - Id de l'acheteur
kin650
CCC No./N° CCC - FMS No/ N° VME

PRICING BASIS 'A'

2.1 Drumheller Institution

Item	Sizes	Yearly Usage	Unit of Issue	Year #1 FOB Plant	Year #1 FOB Destination	Year #2 FOB Plant	Year #2 FOB Destination	Year #3 FOB Plant
2.1.1	78"x30"x3"	1,000	sheets					
2.1.2	78"x30"x4"	500	sheets					
2.1.3	78"x36"x3"	50	sheets					
2.1.4	78"x36"x4"	25	sheets					
2.1.5	78"x39"x3"	150	sheets					
2.1.6	78"x39"x4"	25	sheets					

PRICING BASIS 'A'

2.1 Drumheller Institution

Item	Sizes	Yearly Usage	Unit of Issue	Year #3 FOB Destination	Year #4 FOB Plant	Year #4 FOB Destination	Year #5 FOB Plant	Year #5 FOB Destination
2.1.1	78"x30"x3"	1,000	sheets					
2.1.2	78"x30"x4"	500	sheets					
2.1.3	78"x36"x3"	50	sheets					
2.1.4	78"x36"x4"	25	sheets					
2.1.5	78"x39"x3"	150	sheets					
2.1.6	78"x39"x4"	25	sheets					

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PRICING BASIS 'A'
2.2 Atlantic Institution

Item	Sizes	Yearly Usage	Unit of Issue	Year #1 FOB Plant	Year #1 FOB Destination	Year #2 FOB Plant	Year #2 FOB Destination	Year #3 FOB Plant
2.2.1	78"x30"x3"	1,000	sheets					
2.2.2	78"x30"x4"	500	sheets					
2.2.3	78"x36"x3"	50	sheets					
2.2.4	78"x36"x4"	25	sheets					
2.2.5	78"x39"x3"	150	sheets					
2.2.6	78"x39"x4"	25	sheets					

PRICING BASIS 'A'

2.2 Atlantic Institution - continued.....

Item	Sizes	Yearly Usage	Unit of Issue	Year #3 FOB Destination	Year #4 FOB Plant	Year #4 FOB Destination	Year #5 FOB Plant	Year #5 FOB Destination
2.2.1	78"x30"x3"	1,000	sheets					
2.2.2	78"x30"x4"	500	sheets					
2.2.3	78"x36"x3"	50	sheets					
2.2.4	78"x36"x4"	25	sheets					
2.2.5	78"x39"x3"	150	sheets					
2.2.6	78"x39"x4"	25	sheets					

2.3 PRICING BASIS 'B' - FOB Plant:

Costs for all other foam products required, that are not indicated in Pricing Basis "A", will be in accordance with the Supplier's Published Price List LESS A DISCOUNT OF: _____%. Suppliers must provide a copy of their Published Price List to Canada upon request.

Estimated usage: \$5,000.00