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Solicitation No. - N° de l'invitation

W2037-140006/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

mct018

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

W2037-140006

File No. - N° du dossier

MCT-3-36010

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 six parts plus attachments and annexes, as follows:

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications: includes the certifications to be provided; |
| Part 6 | 6A, Standing Offer, and 6B, Resulting Contract Clauses: |
| | 6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions; |
| | 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:

- | | |
|-----------|-------------------------------|
| Annex A - | Statement of Requirement |
| Annex B - | Basis of Payment |
| Annex C - | Technical Evaluation Criteria |

2. Summary

Request for a Regional Individual Standing Offer for the supply and delivery of Polyester Paper Products to the Department of National Defence, Canadian Forces Base Gagetown, Oromocto, New Brunswick on an "as and when requested" basis for the period from date of award to March 31, 2014 with two additional one-year periods to renew.

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. Debriefings

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 Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

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

The 2006 (2013/03/21) 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

SACC Reference	Section	Date
C9000T	Pricing	2010/08/16
M0019T	Firm Price and/or Rates	2007/05/25
B3000T	Equivalent Products	2006/06/16

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 ten (10) 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 **New Brunswick**.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

Section I: Technical Offer
 Section II: Financial Offer
 Section III: Certifications

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 should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and 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 Applicable Taxes must be shown separately.

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

Mandatory Technical Criteria as specified in Annex " C "

1.2. Financial Evaluation

SACC Reference	Section	Date
M0220T	Evaluation of Price	2013/04/25

2. Basis of Selection

SACC Reference	Section	Date
M0031T	Basis of Selection	2007/05/25

(Derived from - Provenant de: M0069T, 25/05/07)

PART 5 - CERTIFICATIONS

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

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

1. Mandatory Certifications Required Precedent to Issuance of a Standing Offer

1.1 Code of Conduct and Certifications - Related documentation

By submitting an offer, the Offeror certifies that the Offeror and its affiliates are in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Offer of Standard Instructions 2006. The related documentation therein required will assist Canada in confirming that the certifications are true.

2. Additional Certifications Precedent to Issuance of a Standing Offer

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

2.1 Federal Contractors Program - Certification

Federal Contractors Program - \$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 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.

(Derived from - Provenant de: M2000T, 25/04/13)

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

- 1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex "A".

2. Security Requirement

There is no security requirement applicable to this Standing Offer.

3. Standard Clauses and Conditions

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

3.1 General Conditions

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

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from date of award to 31 March 2014.

4.2 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 two (2) one-year periods of one year each under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices 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 30 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

(Derived from - Provenant de: M9014C, 12/05/08)

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Lisa Martin
 Title: Contracting Officer
 Public Works and Government Services Canada
 Acquisitions Branch
 Address: 1045 Main Street, Unit 108
 Moncton, New Brunswick
 E1C 1H1
 Telephone: 1-506-851-7811
 Facsimile: 1-506-851-6759
 E-Mail: lisa.m.martin@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 Project Authority

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

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

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
Canadian Forces Base Gagetown
Oromocto, NB

7. 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 an electronic version.

8. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ 25,000.00 (Applicable Taxes included).

9. Financial Limitation

Financial Limitation - Total

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$250 000.00 (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 2 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.

(Derived from - Provenant de: M4506C, 16/05/11)

10. Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012/11/19), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2013/04/25), General Conditions - Goods (Medium Complexity);
- e) Annex A, Statement of Requirement
- f) Annex B, Basis of Payment
- g) the Offeror's offer dated _____

11. Certifications

11.1 Compliance

Compliance with the certifications and related documentation 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, provide the related documentation or if 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. Applicable Laws

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

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 provide the items detailed in the call-up against the Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

2010A (2013/04/25), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

3. Term of Contract

3.1 Delivery Date

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

4. Payment

4.1 Basis of Payment - Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price as specified in Annex B. Customs duties are included and Applicable Taxes are extra.

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

(Derived from - Provenant de: C0207C, 25/04/13)

4.2 Limitation of Price

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

4.3 Single Payment

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

4.4 SACC Manual Clauses

SACC Reference	Section	Date
C2000C	Taxes - Foreign-based Contractors	2007/11/30

4.5 Payment by Credit Card

The following credit cards are accepted: _____ and _____.

5. Invoicing Instructions

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.
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.

(Derived from - Provenant de: H5001C, 12/12/08)

6. SACC Manual Clauses

SACC Reference	Section	Date
B7500C	Excess Goods	2006/06/16
G1005C	Insurance	2008/05/12

7. Shipping Instructions - FOB Destination and DDP

Goods must be consigned and delivered to the destination specified in the contract:

FOB Destination (Department of National Defence, Canadian Forces Base Gagetown, Oromocto, NB) including all delivery charges and customs duties and Applicable Taxes.

(Derived from - Provenant de: D4002C, 25/04/13)

Annex A Statement of Requirement

1 General

- 1.1 The Combat Training Centre (CTC) Gagetown has a requirement to procure various types of specialty paper in support of CTC Gagetown Schools and Lodger Units.

2 Scope

- 2.1 CTC Gagetown requires Offerors to supply and deliver various stationary products to CTC Schools and Lodger Units in Oromocto, New Brunswick on an as required basis. The Standing Offer will be in effect from Date of Award to 31 March, 2014, with the option to extend for two (2) one year periods.

3 Deliverables

- 3.1 Volume Requirements:

	Size	Estimated Quantity
3.7 mil White Matte Water Proof/Tear Proof Polyester Paper (example: Xerox Premium Never Tear Or Equivalent)	8.5" X 11"	250,000 sheets
7.7 mil White Matte Water Proof/Tear Proof Polyester Paper (example: Xerox Premium Never Tear Or Equivalent)	8.5" X 11"	40,000 sheets
4.7 mil Green/Yellow/Blue/Pink/White Matte Water Proof/Tear Proof Polyester Paper (example: Xerox Premium Never Tear Or Equivalent)	8.5" X 11"	40,000 sheets
10.7 mil White Matte Water Proof/Tear Proof Polyester Paper (example: Xerox Premium Never Tear Or Equivalent)	8.5" X 11"	40,000 sheets
4.7 mil White Water Resistant/Tear Resistant Polyester Paper (example: Xerox DuraDocument Or Equivalent)	8.5" X 11"	150,000 sheets

- 3.2 The Offeror will supply all necessary supplies and materials for the complete execution of the call-up, unless otherwise instructed.
- 3.3 All supplies will be ready to use in the size/amounts identified in the call-up.
- 3.4 The Offeror may be required to provide a quote for each call-up which will be subject to approval by the Point of Contact (POC) identified in the call-up prior to commencement of requirements. Any quote submitted is to include a breakdown itemizing materials and weight.

4 Delivery

- 4.1 Response to Request - Offerors will confirm receipt of call-up and availability of requested supplies within two (2) working days. Delivery will be made within seven (7) days of receipt of request for standard requirements, within 48 hours for urgent requirements, or as required by call-up. If a delay occurs due to unforeseen circumstances, the POC must be contacted immediately for a revised completion date to be set.

- 4.2 Scheduling of Delivery - All deliveries are to be scheduled with the POC and to be completed within normal working hours of 07:30 to 16:00 hrs, Atlantic time, Monday to Friday, unless alternate arrangements have been made. When delivery is scheduled, the POC will advise the exact location where the supplies are to be delivered.
- 4.3 Location - Delivery will be made to the destination provided in the call-up. Anticipated locations include:
- Combat Training Centre, Oromocto, New Brunswick
- 4.4 Cost of Delivery - Offerors will cover all costs associated with delivery.

Annex B Basis of Payment

Period: Date of award to March 31, 2014

Item	Description	Est Qty	Unit Price	U. Of I.	Extended Price
1	3.7 mil White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	250,000 sheets		/Thousand	
2	7.7 mil White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	40,000 sheets		/Thousand	
3	4.7 mil Green / Yellow / Blue / Pink / White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	40,000 sheets		/Thousand	
4	10.7 mil White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	40,000 sheets		/Thousand	
5	4.7 mil White Water Resistant/Tear Resistant Polyester Paper - 8.5" X 11" Product offered:	150,000 sheets		/Thousand	
6	* Any waterproof/tear proof or water resistant/tear resistant paper not specifically identified herein will be made available to Canada at the current Published Price List price at the time of call-up less a discount of ____%.	Discount	____%	%	

Option Period: April 1, 2014 to March 31, 2015

Item	Description	Est Qty	Unit Price	U. Of I.	Extended Price
1	3.7 mil White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	250,000 sheets		/Thousand	
2	7.7 mil White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	40,000 sheets		/Thousand	
3	4.7 mil Green / Yellow / Blue / Pink / White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	40,000 sheets		/Thousand	
4	10.7 mil White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	40,000 sheets		/Thousand	
5	4.7 mil White Water Resistant/Tear Resistant Polyester Paper - 8.5" X 11" Product offered:	150,000 sheets		/Thousand	
6	* Any waterproof/tear proof or water resistant/tear resistant paper not specifically identified herein will be made available to Canada at the current Published Price List price at the time of call-up less a discount of ____%.	Discount	____%	%	

Option Period: April 1, 2015 to March 31, 2016

Item	Description	Est Qty	Unit Price	U. Of I.	Extended Price
1	3.7 mil White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	250,000 sheets		/Thousand	
2	7.7 mil White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	40,000 sheets		/Thousand	
3	4.7 mil Green / Yellow / Blue / Pink / White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	40,000 sheets		/Thousand	
4	10.7 mil White Matte Water Proof/Tear Proof Polyester Paper - 8.5" X 11" Product offered:	40,000 sheets		/Thousand	
5	4.7 mil White Water Resistant/Tear Resistant Polyester Paper - 8.5" X 11" Product offered:	150,000 sheets		/Thousand	
6	* Any waterproof/tear proof or water resistant/tear resistant paper not specifically identified herein will be made available to Canada at the current Published Price List price at the time of call-up less a discount of ____%.	Discount	____%	%	

Special Notes: 1) Complete only as requested in the table.
2) (Est Qty / 1000) x Unit Price = Extended Price

* Not evaluated when issuing Standing Offer

ANNEX "C"

Technical Evaluation Criteria

The complete specifications and/or descriptive literature should be submitted with the proposal but may be submitted afterwards. If the complete specifications and/or descriptive literature are not submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet this requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

Any proposal which fails to meet all mandatory requirements will be deemed non-responsive. Each requirement should be addressed separately.

	Item	Cross Ref Page #	FOR EVALUATION PURPOSES MET/NOT MET/COMMENTS
M1	Specifications		
1	3.7 mil White Matte Water Proof/Tear Proof Polyester Paper (example: Xerox Premium Never Tear Or Equivalent) Size: 8.5" X 11"		
2	7.7 mil White Matte Water Proof/Tear Proof Polyester Paper (example: Xerox Premium Never Tear Or Equivalent) Size: 8.5" X 11"		
3	4.7 mil Green/Yellow/Blue/Pink/White Matte Water Proof/Tear Proof Polyester Paper (example: Xerox Premium Never Tear Or Equivalent) Size: 8.5" X 11"		
4	10.7 mil White Matte Water Proof/Tear Proof Polyester Paper (example: Xerox Premium Never Tear Or Equivalent) Size: 8.5" X 11"		
5	4.7 mil White Water Resistant/Tear Resistant Polyester Paper (example: Xerox DuraDocument Or Equivalent) Size: 8.5" X 11"		