

 Public Works and Government Services Canada		Travaux publics et Services gouvernementaux Canada		Document No.E0209-122469/A		Part - Partie 1 of - de 2		
				See Part 2 for Clauses and Conditions		See Part 2 for Clauses and Conditions		
				Voir Partie 2 pour Clauses et Conditions		Voir Partie 2 pour Clauses et Conditions		
Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM Destination Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	Snow Plow Blades SA	E0209	E0209	1	Each	\$	\$	See Herein

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cal097

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

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CAL-1-34289

CCC No./N° CCC - FMS No/ N° VME

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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Supply Arrangements (RFSA) is divided into six parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Supplier Instructions: provides the instructions applicable to the clauses and conditions of the RFSA;
- Part 3 Arrangement Preparation Instructions: provides suppliers with instructions on how to prepare the arrangement 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 arrangement, the security requirement, if applicable, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided; and
- Part 6 6A, Supply Arrangement, 6B, Bid Solicitation, and 6C, Resulting Contract Clauses:
 - 6A, includes the Supply Arrangement (SA) with the applicable clauses and conditions;
 - 6B, includes the instructions for the bid solicitation process within the scope of the SA;
 - 6C, includes general information for the conditions which will apply to any contract entered into pursuant to the SA.

The Annexes include the Requirement, the Supplier's Checklist and any other annexes.

1.1 Supply Arrangement Method of Procurement

The intent of a SA is to establish a framework with a Supplier to permit the expeditious processing of legally binding contracts for snowplow products. SAs establish a set of procurement procedures and include a minimum set of terms and conditions which will apply to any resulting contract(s).

The SA method of supply will be used to satisfy "as required" requirements for Government of Canada's Departments and Agencies located in Alberta, including Parks Canada National Parks located in British Columbia (see herein for locations). Through this process, PWGSC establishes SAs with suppliers, to provide specific goods to Canada during a specified period. The SA is not in itself a Contract, but rather a base document that forms part of the future Request for Proposal (RFP) and resulting contract. When being issued a SA, the supplier accepts the obligation to provide the specified goods in accordance with the SA, under any resulting Contracts that may be awarded. Any resulting contracts will be established as a result of a RFP. These RFPs will specify the specific requirements of the authorized department, and may contain additional terms and conditions that the bidder must meet.

1.2 Overview of the Procurement Process

This Supply Arrangement process has two stages:

Stage 1 is the Request for Supply Arrangement (RFSA) that results in the issuance of a Supply Arrangement to supplier(s) and the creation of a Supply Arrangement Holder List.

For Stage 1, a competitive RFSA is posted to MERX with information regarding the requirements. Suppliers are requested to submit an offer that meets the mandatory requirements of the RFSA. An evaluation of the arrangements is completed and the responsive supplier(s) are issued a Supply Arrangement (SA) for snowplow products to be supplied as required. All responsive suppliers are included on the SA Holders list.

Stage 2 is the Request for Proposal (RFP) to Supply Arrangement Holders and may result in the issue of a Contract, for specific products to be delivered to the designated location.

For Stage 2, in accordance with the supply arrangement issued in Stage 1, a Request for Proposal is sent to one or more suppliers on the SA Holder List depending on the dollar value of the requirement. Based on the evaluation procedures and basis of selection outlined in the RFP, a resulting Contract is awarded. The dollar value of the requirement will determine whether a Government of Canada Department, Agency or Public Works and Government Services Canada (PWGSC) will conduct the Stage 2 process. Departments and Agencies may award, under their own contracting authority, Contracts for requirements up to \$24,999.99 (including all applicable taxes) and PWGSC will issue Contracts for requirements from \$25,000.00 (or lower if user's contracting authority is less than \$25,000.00) to a maximum of \$100,000.00 (including all applicable taxes).

2. Summary

For the supply and delivery of Snow Plow blades, cutting edges, Snow Plow noses, Snow Plow Shoes and Grader blades for Parks Canada National Parks located at Lake Louise, Yoho, Kootenay Field Unit, Banff, Jasper and Mount Revelstoke and for all other Government of Canada Departments and Agencies located in Alberta as required during the period of the Supply Arrangement and in accordance with the specifications detailed in the Request for Proposals issued against the Supply Arrangement. The Supply Arrangement will be in effect from date of issue to March 31, 2015 inclusive.

Blades, cutting edges, noses and shoes are to be used on Larrochelle, Everest, Frink, Kennimetal and Champion Snow Plows and Graders.

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. Canadian Content

The goods and/or services covered by the Supply Arrangement may be limited to Canadian goods and/or services as defined in clause A3050T.

SACC Manual clause A3050T (2010-01-11) Canadian Content Definition

4. Debriefings

After issuance of a supply arrangement, suppliers may request a debriefing on the results of the request for supply arrangements process. Suppliers should make the request to the Supply Arrangement Authority within 15 working days of receipt of the results of the request for supply arrangements process. The debriefing may be in writing, by telephone or in person.

PART 2 - SUPPLIER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Supply Arrangements (RFSA) 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.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the RFSA and accept the clauses and conditions of the Supply Arrangement and resulting contract(s).

The 2008 (2011-05-16) Standard Instructions - Request for Supply Arrangements - Goods or Services, are incorporated by reference into and form part of the RFSA.

1.1 SACC Manual Clauses

S0005T

Disclosure of Pricing

2007-11-30

2. Submission of Arrangements

Arrangements 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 Supply Arrangements.

3. Enquiries - Request for Supply Arrangements

All enquiries must be submitted in writing to the Supply Arrangement Authority no later than five (5) calendar days before the Request for Supply Arrangements (RFSA) closing date. Enquiries received after that time may not be answered.

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

4. Applicable Laws

The Supply Arrangement (SA) and any contract awarded under the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

Suppliers may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of the arrangement, 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 suppliers.

PART 3 - ARRANGEMENT PREPARATION INSTRUCTIONS

1. Arrangement Preparation Instructions

Canada requests that suppliers provide the arrangement in separately bound sections as follows:

Section I: Technical Arrangement (one hard copy)

Section II: Certifications (one hard copy)

Canada requests that suppliers follow the format instructions described below in the preparation of the arrangement.

- (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 Supply Arrangements.

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-nullprocurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, suppliers 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 Arrangement

In the technical arrangement, suppliers should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Certifications

Suppliers must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Arrangements will be assessed in accordance with the entire requirement of the Request for Supply Arrangements including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the arrangements.

1.1. Technical Evaluation

1.1.1. Mandatory Technical Criteria

The supplier certifies they have the financial and technical ability to provide snowplow products as detailed herein.

Authorized Representative signature

Date

2. Basis of Selection - Mandatory Technical Criteria

An arrangement must comply with the requirements of the Request for Supply Arrangements and meet all mandatory technical evaluation criteria to be declared responsive.

2.1. Supply Arrangements - Multiple

All responsive arrangements will be issued a Supply Arrangement and added to the applicable SA holder list.

PART 5 - CERTIFICATIONS

Suppliers must provide the required certifications to be issued a supply arrangement (SA). Canada will declare an arrangement non-responsive if the required certifications are not completed and submitted as requested.

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

1. Certifications Precedent to Issuance of a Supply Arrangement

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

1.1 Federal Contractors Program - Certification

1.1.1. Federal Contractors Program - \$200,000 or more

(S3030T, 2010-08-16)

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 supply arrangement. If the Supplier, or, if the Supplier 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 supply arrangement.

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 arrangements from ineligible contractors, including an arrangement from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Supplier 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 Supplier 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 Supplier, or, if the Supplier is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Supplier 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 the 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.

PART 6 - SUPPLY ARRANGEMENT AND RESULTING CONTRACT CLAUSES

A. SUPPLY ARRANGEMENT

1. Arrangement

The Supply Arrangement covers the Work described in the Requirement at Annex "A".

2. Standard Clauses and Conditions

All clauses and conditions identified in the Supply Arrangement 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

2020 (2011-05-16) General Conditions - Supply Arrangement - Goods or Services, apply to and form part of the Supply Arrangement.

2.2 Supply Arrangement Reporting

(S0010C, 2010-01-11)

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

The Supplier must provide this data in accordance with the reporting requirements detailed in Annex "C". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Supplier must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Supply Arrangement 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 Supply Arrangement Authority no later than 15 calendar days after the end of the reporting period.

3. Term of Supply Arrangement

3.1 Period of the Supply Arrangement

The period for awarding contracts under the Supply Arrangement is from date of issue (TBD) to March 31, 2015 inclusive.

4. Authorities

4.1 Supply Arrangement Authority

The Supply Arrangement Authority is:

Nicole Levesque-Welch
Supply Specialist

Telephone: (403) 292-4716

Facsimile: (403) 292-5786

E-mail address: nicole.levesque@pwgsc-tpsgc.gc.ca

The Supply Arrangement Authority is responsible for the issuance of the Supply Arrangement, its administration and its revision, if applicable.

4.2 Supplier's Representative

Name _____

Title _____

Address _____

Telephone: _____

Facsimile: _____

E-mail address: _____

5. Identified Users

The Identified Users include any government department, agency or Crown Corporation listed in Schedules I, I.1, II, III, of the Financial Administration Act, R.S., 1985, c. F-11 that are located in the province of Alberta and Parks Canada National Parks located in Lake Louise, Yoho, Kootenay Field Unit, Banff, Jasper and Mount Revelstoke.

6. On-going Opportunity for Qualification

A Notice will be posted continuously on the Government Electronic Tendering Service (GETS) to allow new suppliers to become qualified. Existing qualified suppliers, who have been issued a supply arrangement, will not be required to submit a new arrangement.

7. Priority of Documents

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

- (a) the articles of the Supply Arrangement;
- (b) the general conditions 2020 (2011-05-16), General Conditions - Supply Arrangement - Goods or Services;
- (c) Annex "A", Requirement;
- (d) Annex "B", Supplier's checklist;
- (e) the Supplier's arrangement dated TBD.

8. Certifications

8.1 Compliance

Compliance with the certifications provided by the Supplier in the arrangement is a condition of the Supply Arrangement (SA) and subject to verification by Canada during the term of the SA and of any resulting contract that would continue beyond the period of the SA. If the Supplier does not comply with any certification or it is determined that any certification made by the Supplier in the arrangement is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and suspend or cancel the SA.

9. Applicable Laws

The Supply Arrangement (SA) and any contract resulting from the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

B. BID SOLICITATION

1. Bid Solicitation Documents

Canada will use the bid solicitation templates 2T-LDV1 for low dollar value requirements; 2T-MED1 for medium complexity requirements, available in the Standard Acquisition Clauses and Conditions (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual based on the estimated dollar value and complexity of the requirement.

The bid solicitation will contain as a minimum the following:

- (a) security requirements (if applicable);
- (b) a complete description of the Work to be performed;
- (c) 2003, Standard Instructions - Goods or Services - Competitive Requirements; OR 2004, Standard Instructions - Goods or Services - Non-competitive Requirements;
- (d) bid preparation instructions;
- (e) instructions for the submission of bids (address for submission of bids, bid closing date and time);
- (f) evaluation procedures and basis of selection;
- (g) conditions of the resulting contract.

2. Bid Solicitation Process

Bids will be solicited for specific requirements within the scope of the Supply Arrangement (SA) from suppliers who have been issued a SA. The bid solicitation will be sent directly to suppliers.

The following explains the selection process:

1. **For requirements estimated at \$5,000.00 (including all applicable taxes) or less**, the requesting Department or Agency's Contracting Authority may issue a Request for Proposal (RFP) and resulting contract to any supplier on the applicable Supply Arrangement Holder list based on a sole source process.
2. **For requirements estimated to be between \$5,000.00 (including all applicable taxes) and less than \$25,000.00 (including all applicable taxes)**, the requesting Department or Agency's Contracting Authority or PWGSC's Contracting Authority, in accordance with the requesting Department's delegated authorities, may issue a Request for Proposal (RFP) to three or more suppliers on the applicable Supply Arrangement Holder list. The resulting contract will be issued based on the evaluation procedures and basis of selection outlined in the RFP.
3. **For requirements estimated to be between \$25,000.00 (including all applicable taxes) and \$100,000.00 (including all applicable taxes)**, the requesting Department or Agency must submit the

requirement to PWGSC and the PWGSC Contracting Authority will issue a Request for Proposal (RFP) to all suppliers on the applicable Supply Arrangement Holder list. The resulting contract will be issued by PWGSC based on the evaluation procedures and basis of selection outlined in the RFP.

Individual contracts issued subsequent to the stage 2 process of the SA will be in accordance with the terms and conditions of the SA and shall not exceed \$100,000.00 including all amendments and applicable taxes. This SA will not be used for requirements exceeding \$100,000.00 including all amendments and applicable taxes.

The following forms must be used for the first page of the bid solicitation document and the first page of the resulting contract document. These forms are available on the Electronic Forms Catalogue (http://publiservice-app.tpsgc-pwgsc.gc.ca/forms/text/search_for_forms-e.html) Web site.

PWGSC-TPSGC 9400-3, Bid Solicitation
PWGSC-TPSGC 9400-4, Contract.

C. RESULTING CONTRACT CLAUSES

1. General

The conditions of any contract awarded under the Supply Arrangement will be in accordance with the resulting contract clauses of the template used for the bid solicitation.

For any contract to be awarded using:

- (a) 2T-LDV1 (for low dollar value requirements), general conditions 2029 will apply to the resulting contract;
- (b) 2T-MED1 (for medium complexity requirements), general conditions 2010A will apply to the resulting contract;

The above templates 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.

ANNEX "A"**REQUIREMENT****TITLE:** Snowplow Blades**OBJECTIVE:**

For the supply and delivery of Snow Plow blades, cutting edges, Snow Plow noses, Snow Plow Shoes and Grader blades for Parks Canada Agency National Parks located at Lake Louise, Yoho, Kootenay Field Unit, Banff, Jasper and Mount Revelstoke and for all other Government of Canada Departments and Agencies located in Alberta as required during the period of the Supply Arrangement and in accordance with the specifications detailed in the Request for Proposals issued against the Supply Arrangement. The Supply Arrangement will be in effect from date of issue to March 31, 2015 inclusive.

Blades, cutting edges, noses and shoes are to be used on Larrochelle, Everest, Frink, Kennimetal and Champion Snow Plows and Graders.

SAMPLE OF PRODUCTS:

The following list is only a sample of products that may be requested. Actual requirements may include items not listed.

1. Blade, plow, tungsten carbide tip insert, sectional for Larrochelle, 3 pieces per set, 7/8" x 6" x 48", holes are 5/8" countersunk spaced centre to centre as per the following, 4" -8"-8"-8"-8"-8"-4"
2. Blade, plow, tungsten carbide tip insert, sectional for Everest, 3 pieces per set, 7/8" x 6" x 48", holes are 5/8" countersunk spaced centre to centre as per the following, 3"-3"-12"-12"-12"-3"-3"
3. Blade, plow, tungsten carbide tip insert, sectional for Frink, 5 pieces per set 7/8" x 6". 2 - 20" pieces, 2 - 44" pieces, 1 - 28" piece, holes are 5/8" countersunk spaced centre to centre as per the following:
 44" sections are:
 2"-4"-4"-4"-4"-4"-4"-4"-4"-4"-2"
 20" sections are:
 2"-4"-4"-4"-4"-2"
 28" sections are:
 2"-4"-4"-4"-4"-4"-4"-2"
4. Blade, plow, tungsten carbide tip insert, sectional for Frink, 3 pieces per set, 7/8" x 6". 2 - 48" pieces, 1 - 60" piece, holes are 5/8" countersunk spaced as per the following:
 48" section are:
 3"-3"-12"-12"-12"-3"-3"
 60" sections are:
 3"-3"-12"-12"-12"-12"-3"-3"
5. Blade, plow, under chassis, tungsten carbide tip insert, sectional, 2 pieces per set. 7/8" x 6" x 60", holes are 5/8" countersunk spaced to centre to centre as per the following:

3"-3"-6"-12"-12"-12"-6"-3"-3"

6. Shoe, plow, with two carbide runner inserts for Frink Part #V-550-2.
7. Nose piece, Frink plow, Part #V10V, carbide
8. Blade, plow, tungsten carbide tip insert, 48", 3 pieces per set, 7/8" x 6" x 48", holes are 5/8" countersunk spaced centre to centre as per the following:
2"-4"-4"-4"-4"-4"-4"-4"-4"-4"-2"
9. Blade, plow, tungsten carbide tip insert, 44", 3 pieces per set, 7/8" x 6" x 44", holes are 5/8" countersunk spaced centre to centre as per the following:
2"-4"-4"-4"-4"-4"-4"-4"-4"-4"-2"
10. Blade, plow, tungsten carbide tip insert for 11 foot Tenaco Plow. These are multi hole frames and the blades should come in several pieces. Spaced centre to centre as per the following:
1"-3"-4"-8"-8"-4"-4"-8"-8"-4"-4"-8"-8"-4"-4"-8"-8"-4"-4"-8"-8"-4"-3"-1"
11. Blade, Grader, standard duty, for Champion 740, 5/8" x 8" x 84", 5/8" countersunk holes with center to center spacing as per the following: 3"-3"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-3"-3"
12. Blade, Grader, standard duty, for Champion 780, 5/8" x 8" x 84", 3/4" countersunk holes with center to center spacing as per the following: 3"-3"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-6"-3"-3"

ANNEX "B"**SUPPLIER'S CHECKLIST**

The following information is requested in order to manage RFPs issued against the Supply Arrangement. The information may be used to sort suppliers in the SA Holder List.

The selections made will identify how SA holder lists are submitted for each particular product. Suppliers may not receive all RFPs depending upon how they have indicated their capabilities for the categories listed.

1. Indicate which of the following products you would like to bid on for future requirements:**a. Blades, cutting edges, noses and shoes used on the following Snowplows and Graders:**

- | | | |
|----------------|----------|---------|
| 1) Larrochelle | _____yes | _____no |
| 2) Everest | _____yes | _____no |
| 3) Frink | _____yes | _____no |
| 4) Kennimetal | _____yes | _____no |
| 5) Champion | _____yes | _____no |

2. Which of the following locations are you able to supply snowplow and grader products listed above:

- | | | |
|--|----------|---------|
| a. CFB Suffield, Ralston, Alberta | _____yes | _____no |
| b. CFB Edmonton, Edmonton, Alberta | _____yes | _____no |
| c. CFB Cold Lake, Cold Lake, Alberta | _____yes | _____no |
| d. CFB Wainwright, Wainwright, Alberta | _____yes | _____no |
| e. Lake Louise National Park | _____yes | _____no |
| f. Yoho National Park | _____yes | _____no |
| g. Kootenay Field Unit | _____yes | _____no |
| h. Banff National Park | _____yes | _____no |
| i. Jasper National Park | _____yes | _____no |
| j. Mount Revelstoke Glacier National Parks | _____yes | _____no |
| k. All other locations in Alberta | _____yes | _____no |

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3. During Stage 2, Request for Proposals (RFPs) may be distributed by E-mail:

____accept - please provide an email address: _____

____decline - please provide a fax number (____) _____

This will assist with communications, managing the distribution of RFPs issued against the Supply Arrangement and assist with Greening Government Operations.

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ANNEX "C"**SUPPLY ARRANGEMENT USAGE REPORT****Send Report to:**

Email: wst-pa-cal@pwgsc-tpsgc.gc.ca

Facsimile: 403-292-5786

Quarterly Usage Report Schedule:

Period of:	Report Due no later than:
April 01 - June 30	July 15
July 01 - September 30	October 15
October 01- December 31	January 15
January 01- March 31	April 15

Each Usage Report is to be comprised of:**a) Completed Contracts:**

The Supplier hereby offers to provide information on completed Contract as per the format below:

Item No.	RFP/Contract No. Description	Value of the Contract	GST/HST

(A) Total Dollar Value Contracts for this reporting period:	
(B) Accumulated Contracts totals to date:	
(A+B) Total Accumulated Contracts:	

NIL REPORT: We have not done any business with the federal government for this period []

Prepared by: _____

Telephone no.: _____

Signature: _____

Date: _____