

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
1550 D'Estimauville Avenue
1550, Avenue d'Estimauville
Quebec
Quebec
G1J 0C7
FAX pour soumissions: (418) 648-2209

**Request For a Standing Offer
Demande d'offre à commandes**

Regional Individual Standing Offer (RISO)
Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and
Government Services Canada, hereby requests a Standing Offer
on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et
Services Gouvernementaux Canada, autorise par la présente,
une offre à commandes au nom des utilisateurs identifiés
énumérés ci-après.

Comments - Commentaires

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution
TPSGC/PWGSC
BFC Bagotville, CP 380
CFB Bagotville, PO Box 380
Bâtiment 71, local 115
Building 71, Room 115
Alouette
Québec
G0V1A0

Title - Sujet Vision Exam. & Safety Goggles	
Solicitation No. - N° de l'invitation W7701-135648/A	Date 2013-08-29
Client Reference No. - N° de référence du client W7701-135648	GETS Ref. No. - N° de réf. de SEAG PW-\$BAL-001-15579
File No. - N° de dossier BAP-2-35635 (001)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-09-19	
Delivery Required - Livraison exigée See herein	
Address Enquiries to: - Adresser toutes questions à: Tremblay, Marial	Buyer Id - Id de l'acheteur bal001
Telephone No. - N° de téléphone (418)677-4000 (4159)	FAX No. - N° de FAX (418)677-3288
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Defence R&D Canada - Valcartier R & D défense Canada - Valcartier 2459, boulevard Pie-XI nord Québec (Québec) G3J 1X5	
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

VISION EXAMINATION SERVICES AND SUPPLY OR REPAIR OF SAFETY GOGGLES.

CLIENT: DRDC-VALCARTIER

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into six parts plus 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; and
- 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:

- A) the Statement of Work;
- B) the Basis of Payment; and
- C) the Presentation of the Offer.

1.2 Summary

- (a) This Request for Standing Offers (DOC) is required for the issuance of one (1) Standings Offer for vision examination services and purchase or repair of safety goggle that have fixed sideshields and sight-adjusted lenses, bear the manufacturer's safety seal and meet the CAN/CSA Standard CAN / CSA - Z94.3-02, as and when required as needed.
- (b) Client: Defence R&D Canada - Valcartier, 2459, de la Bravoure Road, Quebec, Quebec, G3J 1X5
- (c) The standing offers will be valid for a five-year period from October 1, 2013 to September 30, 2018.
- (d) The estimated value of the offer for a period of 5-year period is 35 000 \$, plus applicable taxes.
- (e) Offerors must submit a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2006.
- (f) For services requirements, Offerors in receipt of a pension or a lump sum payment must provide the required information as detailed in article 2.3 of Part 2 of the Request for Standing Offers (RFSO).
- (g) The requirement is limited to Canadian services

1.3 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 offer process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

2.1 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 (2013-06-01) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

2.1.1 Equivalent Products

SACC Manual Clause B3000T (2006-06-16), Equivalent Products.

2.2 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.

Offers may be faxed to 418-648-2209 or sent by mail:

➔ Bid Receiving Unit
Public Works and
Government Services Canada
1550 D'Estimauville Avenue
Quebec City, Quebec, Canada, G1J 0C7

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, offerors must provide the information required below before the issuance of a standing offer.

Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the Financial Administration Act R.S., 1985, c. F-11 <http://laws-lois.justice.gc.ca/eng/acts/f-11/>, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- (a) an individual;
- (b) an individual who has incorporated;
- (c) a partnership made of former public servants; or
- (d) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? YES () NO ()

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

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

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2

http://www.tbs-sct.gc.ca/pubs_pol/dcgpubs/ContPolNotices/2012/10-31-eng.asp and the Guidelines on the Proactive Disclosure of Contracts

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14676§ion=text>.

Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? YES () NO ()

If so, the Offeror must provide the following information:

- (a) name of former public servant;
- (b) conditions of the lump sum payment incentive;
- (c) date of termination of employment;
- (d) amount of lump sum payment;
- (e) rate of pay on which lump sum payment is based;
- (f) period of lump sum payment including start date, end date and number of weeks;
- (g) number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 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.

2.5 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 Québec.

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

3.1 Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (1 hard copy)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft 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 the Annex "B", Basis of Payment"). The total amount of Applicable Taxes must be shown separately.

3.1.1 Payment by Credit Card

Canada requests that offerors complete one of the following:

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

The following credit card(s) are accepted:

- VISA _____
- Master Card _____

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

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

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

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) The evaluation team will evaluate only the offers with Canadian services.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

The offer must meet the mandatory technical criteria specified below. Offerors must provide the necessary documentation to support compliance with this requirement.

Offers which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

➔ Offerors must:

1. in the same office, have the ability to pass eye tests, to give a medical order after an eye test, and provide the client with the glasses that have been made;
2. have at least two offices, one of which is located at a maximum of 10 km by road from DRDC Valcartier to facilitate access to government employees who need to travel to your office; and
3. allow access to exams services during working hours from Monday to Friday as well as the adjustment and purchase of safety glasses during business hours from Monday to Friday, Thursday and Friday evenings, and Saturday morning.

To explain and demonstrate how they propose to meet the three mandatory technical criteria above, offerors must provide with their offer:

- (a) information on their capacity (point 1. above);
- (b) the number of offices and addresses (point 2. above); and
- (c) business hours, days and hours, (point 3. above).

If the document attached to your offer, do not demonstrate that your company can meet the three mandatory technical criteria described in the previous page, your offer will be declared non responsive.

Canada will evaluate only the documentation provided with an offeror's offer. Canada **will not evaluate** information such as references to Web site addresses where additional information can be found and not submitted with the offer.

4.1.2 Financial Evaluation

The price of the offer will be evaluated in Canadian dollars, Applicable Taxes excluded, Canadian customs duties and excise taxes included.

4.2 Basis of Selection - Mandatory Technical Criteria

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 and documentation to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default, if any certification is found to be untrue whether during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply with this request will also render the Offer non-responsive or may result in the setting aside of the Standing Offer or will constitute a default under the Contract.

5.1 Mandatory Certifications Required Precedent to Issuance of a Standing Offer

5.1.1 Code of Conduct and Certifications - Related documentation

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

5.1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from HRSDC-Labour's website http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/index.shtml.

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

5.2 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.

5.2.1 Canadian Content Certification

This procurement is limited to Canadian services.

The Offeror certifies that:

- () the service offered is a Canadian service as defined in paragraph 2 of clause A3050T.

5.2.1.1 Canadian Content Definition

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

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

Notice: Numbering will be revised at issuance of a standing offer.

A. STANDING OFFER

6.1 Offer

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

6.1.1 Client

Defence R&D Canada (DRDC) - Valcartier
2459, de la Bravoure Road
Quebec, Quebec, G3J 1X5

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

6.2.1 General Conditions

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

6.2.2 Standing Offers Reporting

Periodic Usage Reports - Standing Offer

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

The Offeror must provide the data* of the services provided and described in Annex "B". If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

The data must be submitted once in a year, at the end of June, to the Standing Offer Authority.

*data: the description of the services provided (ordered), its quantity and unit, the price paid and when (the date) it was processed.

6.3 Term of Standing Offer

6.3.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from October 1, 2013 to September 30, 2018 (5 years) inclusive.

6.4 Authorities

6.4.1 Standing Offer Authority

The Standing Offer Authority (for PWGSC) is: Marial Tremblay

Telephone: (418) 677-4000, Ext.: 4159

Facsimile: (418) 677-3288

E-mail address: marial.tremblay@pwgsc.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.

6.4.2 Technical Authority

The technical authority (Head, Health, Safety and Security) for DRDC-Valcartier is :

(will be identified by PWGSC upon issuance of the standing offer)

Name:

Building:

Tel.:

Fax:

E-mail:

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

6.4.3 Offeror Representatives

Name and telephone number of the person responsible for :

(a) Offer Manager:

Name : _____

Title : _____

Telephone No. : _____

Facsimile No. : _____

E-mail Address : _____

(b) To receive and follow-up call-up:

Name : _____

Title : _____

Telephone No. : _____

Facsimile No. : _____

E-mail Address : _____

6.5 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$5,000 (Applicable Taxes included).

6.6 Financial Limitation - Total

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$35,000 on a 5-year period (Applicable Taxes 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 3 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

6.7 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 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 2010C (2013-06-27), General Conditions - Services (Medium Complexity);
- (e) Annex "A" - Statement of Work;
- (f) Annex "B" - Basis of Payment; and
- (g) the Offeror's offer dated _____, as amended on _____” (to be completed by PWGSC).

6.8 Certifications

6.8.1 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.

6.8.2 Canadian Content Certification

SACC Manual Clause M3060C (2008-05-12), Canadian Content Certification.

6.9 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 Quebec.

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.

6.1 Statement of Work

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

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

2010C (2013-06-27), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

The following clause will be used if payment by credit cards is accepted by the offeror.

Section 13 Interest on Overdue Accounts, of General conditions 2010C mentioned above will not apply to payments made by credit cards.

6.3 Term of Contract

6.3.1 Period of the Contract

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

6.4 Payment

6.4.1 Basis of Payment

6.4.1.1 Firm Unit Prices

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm unit prices, as specified in Annex "B", for the total cost indicated in the call-up. 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.

6.4.2 SACC Manual Clauses

Number	Date	Title
A9117C	2007-11-30	T1204 - Direct Request by Customer Department
H1001C	2008-05-12	Multiple Payments

The following clause will be used if payment by credit cards is accepted by the offeror.

6.4.3 Payment by Credit Card

The following credit cards are accepted: _____ and _____.

6.5 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: The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.6 Defence Contract

SACC Manual Clause A9006C (2012-07-16), Defence Contract.

ANNEX " A " - STATEMENT OF WORK

A.1 Description of Services

Provide vision examination services and purchase or repair of safety goggle that have fixed sideshields and sight-adjusted lenses, bear the manufacturer's safety seal and meet the CAN/CSA Standard CAN / CSA - Z94.3-02, as and when requested by Head, Health, Safety and Security, DRDC Valcartier, on the CF52 General Allowance Claim form of the Department of National Defence or the 942 Call-Up Against a Standing Offer form.

A.2 Special Instructions

The price of a pair of industrial safety goggles shall not exceed \$400.00, including lenses, frames and clip-on sunglasses (if required), unless authorization is obtained from the Head, Health, Safety and Security, DRDC Valcartier. Also, special authorization must be obtained from the Head, Health, Safety and Security, DRDC Valcartier, before adding clip-on sunglasses to a requisition, since clip-on sunglasses shall be permitted only for certain types of jobs (e.g. drivers).

A.3 Process for Requisitioning Examination, Purchase or Repair

Only those persons authorized by the Head, Health, Safety and Security, DRDC Valcartier, may use the services set out in this Standing Offer.

A.4 Invoicing

.1 The Contractor will submit the invoice by identifying:

- (a) the name of the employee,
- (b) the services received,
- (c) the number of the Standing Offer, and
- (d) the order (call-up) number.

.2 Invoice Address:

DRDC Valcartier,
Building 65
2459 Boul. De la Bravoure
Québec (Québec), G3J 1X5.

Solicitation No. - N° de l'invitation

W7701-135648/A

Amd. No. - N° de la modif.

File No. - N° du dossier

BAP-2-35635

Buyer ID - Id de l'acheteur

ba1001

CCC No./N° CCC - FMS No/ N° VME

W7701-135648

ANNEX " B " - BASIS OF PAYMENT

B.1 Annex "B"

Annex "B" attached hereto is to be inserted at this point and forms part of this document.

ANNEX " C " - PRESENTATION OF THE OFFER

Below is a checklist of the contents of your offer. This list is not an exhaustive list, it remains the Offeror's responsibility to prepare its offer in accordance with the instructions contained in the Request For Standing Offer (RFSO) and provide a comprehensible and sufficiently detailed offer, including all requested pricing details, that will permit a complete evaluation in accordance with the criteria set out in the RFSO.

Page 1	Offerors should include with their offer, the first sheet of this Request for Standing Offer properly completed and signed. Refer to 2006 Standard Instructions mentioned in clause 2.1 Standard Instructions, Clauses and Conditions .
Page 6	Offerors must submit their offer only to the address indicated in clause 2.2 Submission of Bids .
Pages 7 and 8	Offerors should submit with their offer, clause 2.3. Former Public Servant , properly completed
Page 11	Offerors should submit with their offer, clause 3.1.1 Payment by Credit Card , properly completed
Pages 12 and 13	Offers of Offerors must meet the mandatory technical criteria described in clause 4.1.1.1 Mandatory Technical Criteria .
Page 14	Offerors must submit a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2006 as indicated in clause 5.1.1 Code of Conduct and Certifications - Related documentation .
Page 15	Offerors should submit with their offer, clause 5.2.1 Canadian Content Certification properly completed.
Page 18	Offerors should submit with their offer, clause 6.4.3 Offeror Representatives properly completed.
Attachment	Offerors must submit with their offer, Annex "B" Basis of Payment properly completed.