

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
Pacific Region
401 - 1230 Government Street
Victoria, B.C.
V8W 3X4
Bid Fax: (250) 363-3344

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet WASTE REMOVAL SERVICES	
Solicitation No. - N° de l'invitation W0103-135111/A	Date 2013-09-10
Client Reference No. - N° de référence du client W0103-135111	
GETS Reference No. - N° de référence de SEAG PW-\$VIC-240-6312	
File No. - N° de dossier VIC-3-36042 (240)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-10-21	Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Hogg(VIC), Mike	Buyer Id - Id de l'acheteur vic240
Telephone No. - N° de téléphone (250) 363-3916 ()	FAX No. - N° de FAX (250) 363-3344
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE BASE EQUIPMENT STN FORCES P.O.BOX 17000 VICTORIA British Columbia V9A7N2 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Pacific
Region
401 - 1230 Government Street
Victoria, B. C.
V8W 3X4

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
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. Security Requirement

There is no security requirement associated with this bid solicitation.

2. Statement of Work

The Work to be performed is detailed under Annex "A".

3. Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation 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.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2. Submission of Bids

Bids 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 bid solicitation.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, 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 bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

- Section I: Technical Bid (2 hard copies)
- Section II: Financial Bid (1 hard copy)
- Section III: Certifications (1 hard copy)
- Section IV: Additional Information (1 hard copy)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

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) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders 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 Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

Section III: Certifications

Bidders 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 technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

2. Basis of Selection

- 2.1** A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and documentation to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default, if any certification made by the Bidder is found to be untrue whether during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with this request will also render the bid non-responsive or will constitute a default under the Contract.

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Bid of Standard Instructions 2004. The related documentation therein required will assist Canada in confirming that the certifications are true.

1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder 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 Human Resources and Skills Development Canada (HRSDC) - Labour's website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement applicable to this Contract.

2. Statement of Work

The Work to be performed is detailed under Annex "A".

3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract 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

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

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from date of Contract to 2016-11-30 inclusive with the option to extend for an additional (2) two 1-year periods.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Mike Hogg
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch

Telephone: 250-363-3916
Facsimile: 250-363-0395
E-mail address: mike.hogg@pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

5.2 Project Authority

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone : _____
Facsimile: _____
E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Contractor's Representative

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone : _____
Facsimile: _____
E-mail address: _____

6. Payment

6.1 Basis of Payment

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex B, to a limitation of expenditure of \$_____. Customs duties are included and Applicable Taxes are extra.

6.2 Limitation of Expenditure

Canada's total liability to the Contractor under the Contract must not exceed \$_____. Customs duties are included and Applicable Taxes are extra. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum: when it is 75 percent committed, or four (4) months before the contract expiry date, or as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.

If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability

7. Certifications

7.1 Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

8. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____.

9. 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.

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File No. - N° du dossier

VIC-3-36042

CCC No./N° CCC - FMS No/ N° VME

- (a) the Articles of Agreement;
- (b) the supplemental general conditions 2003 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements;
- (c) the general conditions 2010C (2013-06-27), General Conditions - Services (Medium Complexity)
- (d) Annex A, Statement of Work ;
- (e) Annex B, Basis of Payment
- (f) Annex C, Insurance
- (g) the Contractor's bid dated _____

10. Defence Contract

SACC Manual clause A9006C (2012-07-16) Defence Contract

ANNEX "A"**STATEMENT OF WORK****COLLECTION / REMOVAL OF RESIDENTIAL GARBAGE AT BELMONT PARK AND ROCKY POINT**

1. **BACKGROUND:** Department of National Defense (DND) CFB Esquimalt currently manages multiple contracts and SOAs for recycling and garbage collection throughout its fourteen local properties. This Statement of Work (SOW) covers residential collection services for Permanent Military Quarters (PMQs) at Belmont Park Royal Roads and Rocky Point. The municipality of Esquimalt currently manages residential collection for PMQs at Worlpoint and Signal Hill. Monthly quantities for Belmont Park are estimated at 8,800 Kg of material.
2. **OBJECTIVE:** To furnish all labour, materials, equipment, supervision and transportation required to collect, remove, and dispose of residential garbage and kitchen scraps from Canadian Forces Base Esquimalt PMQs at but not limited to Belmont Park (447 PMQs) ,Royal Roads (20 PMQs) , Rocky Point (17 PMQs) & Colwood - Wilfert Road (3 PMQs)
3. **TASKS:** This contract includes all labour, materials and equipment transportation and supervision required to provide curbside pick-up of domestic waste from the PMQs, as listed in this specification. PMQ's are part of CFB Esquimalt and are located in but not limited the geographical areas known as, Belmont Park, Royal Roads and Rocky Point. Specific waste streams include regular domestic garbage and kitchen scraps while maintaining diversion rate at Hartland Landfill in accordance with Capital Regional District (CRD) guidelines. As well; CFB Esquimalt will comply with the upcoming CRD strategy for kitchen scraps in the local landfill in 2015 (for details see <http://www.crd.bc.ca/media/2012-04-11-kitchen-scraps-strategy.htm>).
4. **UNIT ENTITLEMENT:** Waste removal services to include the provision of residential sizes and types of containers that can be lifted and collected by mechanical means, Each dwelling may have a maximum of one garbage and one kitchen scraps container per pick-up. Garbage containers will not exceed 100 liters or 22 gallons, and will not exceed 25 kg or 55 lbs when full.
5. **COLLECTION SCHEDULE:** Collection from all dwellings listed shall be made once every second week on a regular schedule (as agreed upon between DND and contractor). Additional containers can be added for collection if the occupant makes arrangement with the contractor separately from this contract (example: pre-purchased stickers or similar arrangements)
6. **ALLOWABLE WASTES:** Garbage means all household garbage, litter, food scraps, rubbish and any offensive or unwholesome matter or substance.

WASTE NOT ALLOWED: The following materials are banned from the landfill and will not be part of this contract:

Corrugated cardboard

Tires Drywall

Hazardous waste

Scrap metals

Soil or aggregate

Construction debris

Yard and Garden Waste

Asphalt paving and concrete

White goods (fridge, stove, washer, dryer, etc)

Directories (phone books, real estate books newspapers or other blue box items)

7. **ENVIRONMENTAL:** All waste collected during the course of this contract must be handled and disposed of in accordance with all Municipal, Regional, Provincial and Federal regulations. Any spills of waste material caused during the pick up will be immediately cleaned up by the contractor. Any spills of oil or hydraulic fluid by the contractor (ie due to burst hydraulic lines) are to be cleaned up immediately by the contractor or DND will bill for clean-up and damages. Oil absorbant material shall be carried on garbage pick-up trucks for spills.

8. **IDENTIFICATION:** The contractors vehicles shall have the company name and phone number prominently displayed and if required all employees will be required to obtain ID passes as required by the Base Security Officer.

9. **COMMUNICATIONS:** To facilitate communication between the contractor and the site authority, the contractor shall maintain a telephone (manned continuously) during normal working hours 0800 to 1630 Monday to Friday for regular work, and a cell phone manned after hours for emergency service. An answering machine is not acceptable for this purpose.

10. **DESIGNATED LOCATIONS:** Collection, removal, and disposal of residential garbage and kitchen scraps from Canadian Forces Base Esquimalt PMQs includes but is not limited to:

10.1. Belmont Park PMQs - 177 Belmont Rd, In Colwood -, 9.5km from Dockyard Main Gate

10.2. Royal Roads PMQs - 2005 Sooke Road, In Colwood - 10.3km from Dockyard Main Gate

10.3. Rocky Point PMQs - Rocky Point Rd, In Rocky Point, 27.7km from Dockyard Main Gate
- Security controlled access, west of Victoria beyond Metchosin, near junction of Rocky Point Rd & East Sooke Rd.

11. **HOURS OF COLLECTION:** All collection shall occur between the hours of 06:30 - 17:30, Monday to Friday and Saturday between the hours of 06:30 - 17:30 (if required).

12. **HOLIDAYS:** When collection for a particular site coincides with a holiday where the contractor is not working (ie: Canada Day), collection shall occur on either the day before or after.

- 12.1. BC Day - First Monday in August
- 12.2. Canada Day - July 1
- 12.3. Christmas Day - December 25
- 12.4. Victoria Day - Monday preceding May 24
- 12.5. Remembrance Day - November 11
- 12.6. Good Friday - Friday preceding Easter
- 12.7. Easter - In April
- 12.8. Thanks Giving - second Monday in October
- 12.9. New Years day - January 1
- 12.10. Labour Day - First Monday in September

13. **LOADING:** It is the contractor's responsibility to provide equipment and crew for loading. The loading process must be facilitated in a safe manner as addressed within WCB regulations and Labour Code requirements. CFB Esquimalt reserves the right to stop loading operations if safety violations are evident. Any additional labour costs that may be borne by CFB Esquimalt as result of a failure to rectify unsafe handling practices by the Supplier will become the responsibility of the contractor.

14. **DISPOSAL:** All transportation and disposal of Waste Materials shall be in accordance with Federal, Provincial, Territorial, State, Municipal and International environmental safety Regulations and Legislation. It is the contractor responsibility to ensure that all employees are familiar with current Federal, Provincial, Territorial, State, Municipal and International Regulations and Legislation.

15. The contractor shall assume full responsibility for legally and safely disposing and recycling of the waste in accordance with the terms and conditions of the contract. If no such terms and conditions are set out, the supplier shall abide by the laws and regulations that are applicable, whether Federal, Provincial, Municipal or International.

16. **HARTLAND LANDFIL BAN ON KITCHEN SCRAPS - 2015:** In advance of the ban on kitchen scraps from Hartland Landfill starting on 1 January 2015, CFB Esquimalt plans to continue phasing in a kitchen scraps diversion over 2013 and 2014. CFB Esquimalt intends to support all environmental initiatives at Hartland landfill and the CRD, and will make all efforts to avoid causing kitchen scrap related surcharges in general. All liners (bags) used within CFB Esquimalt facilities will be of the bio-degradable compostable variety.

17. **LICENSING:** The contractor must obtain and maintain all permits, licenses and certificates of approval required for the work to be performed under any applicable federal, provincial or municipal legislation. The contractor shall be responsible for any charges imposed by such legislation or regulations. Upon request, the contractor shall provide a copy of any such permit, license, or certificate.

18. The contractor shall keep DND apprised of any changes, that vary significantly from their original submission, for the life of the contract for those items marked X*X

19. **X*X ENVIRONMENTAL MANAGEMENT SYSTEM:** The Supplier's environmental management system must be in accordance with ISO 14001:2004 and at a minimum, address each requirement below:

19.1. Terms and Definitions: 3.17; 3.18;

19.2. Environmental Mgt System Requirements: 4.2; 4.3.1; 4.4.4 e); 4.4.6; 4.5.4 (NOTE: further to the last line of clause 4.5.4 "Records shall be and remain legible, identifiable and traceable" please add: and available upon request.)

19.3. (This will include the details on how the EMS is audited / updated and the frequency at which this occurs)

20. **X*X HEALTH AND SAFETY PLAN:** Supplier shall provide a copy of their health and safety plan. Said plan shall adhere to all safety measures with respect to the collection, transportation, recycling and disposal of waste materials as stated by Federal, Provincial, Territorial, State, Municipal and International codes and/or prescribed by other authorities having jurisdiction.

21. **CONTAINER MAINTENANCE:** The Supplier shall make adequate provision to ensure the following:

21.1. Ensure lids are properly closed after collection to assist in pest control.

21.2. Ensure that any debris resulting from the collection, transportation of garbage is cleaned up immediately.

21.3. Ensure that vehicles are equipped so that no debris can be blown from or shaken from the vehicle.

21.4. Maintain containers in a safe state at all times.

21.5. Broken containers are to be repaired or replaced within 48 hours.

21.6. Ensure spills and leaks resulting from the contractor neglect or mishandling are cleaned promptly at the contractor's expense.

21.7. Ensure that any discovered hazardous material or items that could cause contamination to the waste stream are not collected.

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22. **CUSTOMER SERVICE:** The Supplier shall provide a 'live' response to all service and billing concerns within the hours of 0800-1600 Monday to Friday; preferably with a single point of contact which includes name, telephone & fax number back-up.
23. **X*X MONTHLY INVOICES:** The contractor shall provide a monthly invoice/report.
24. Deliverables shall be submitted to the BCEO Contracts Clerk in electronic format (emailed pdf) or faxed, or through Hard Copy by regular mail. Addresses and fax number will be provided by the Project Authority.
25. The PROJECT AUTHORITY reserves the right to inspect ALL operations, methods and equipment and take out of service anything judged to be unsafe, unsuitable or defective,
26. The level of service will be monitored by the Project authority and unsatisfactory service will be documented and forwarded to PWGSC, which may result in termination of the contract.
27. **PERFORMANCE REVIEW FACTORS:** The following factors may be monitored, noted and reviewed by representatives of the DND/PWGSC authorities. The Supplier shall demonstrate:
- 27.1. Co-operation and willingness to work with the client toward the successful completion of the work.
- 27.2. Co-operation and willingness to work with the client toward environmentally responsible disposal/recycling of Solid Waste
- 27.3. The ability to complete work according to schedule with minimal inconvenience to the Crown.
- 27.4. The ability to complete work ordered to a standard of workmanship that fully complies with or exceeds the applicable Federal, Provincial or Municipal codes/standards/legislations set by the Crown.
28. **PERFORMANCE REVIEW METHODOLOGY:** Information may be gathered through interviews with DND end-users and other representatives related to this requirement. Details gathered will be reviewed and all information (positive and negative) will be catalogued for future reference.
29. Work schedules will be as identified during the life of the contract. Successful and unsuccessful meeting of agreed upon dates will be noted. Reasons for delays will be reviewed and excusable causes noted.

ANNEX A1: EVALUATION AND BASIS OF SELECTION

THE FOLLOWING LIST IS PROVIDED FOR INFORMATION ONLY. IT WILL NOT ABSOLVE THE BIDDER OF THEIR OBLIGATIONS OR REQUIREMENTS CONTAINED IN THE SOLICITATION AND ITS RELATED APPENDICES.

EVALUATION OF BID: 1. Canada will evaluate bids received based on, but not be limited to, the following factors:

- a) compliance with the terms and conditions of this solicitation;
- b) compliance with the specifications.
- c) assessment of all technical documentation and information for technical compliance;

2. Canada reserves the right to reject any bid which does not comply with all the mandatory requirements of this solicitation.

3. A bidder may be required to demonstrate to Canada's satisfaction that it is capable of successfully completing the Work in accordance with this solicitation.

4. The release of any information provided to Canada in response to this solicitation will be subject to the provisions of the Access to Information and Privacy Acts of Canada.

THE SUPPLIER MUST ALSO PROVIDE WITH THEIR BID or WITHIN 48 HRS UPON REQUEST:

- A list containing the specifications of all suitable working vehicles. Minimum of two/02 five ton collection vehicles.
- A brief description of your companies experience with three (03) projects of a similiar size & complexity within the last 3 years including work description, number of personnel involved, dollar value, contact names & numbers (see below)
-

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NOTICE!

Bids that fail to provide the information requested and required by the Contracting Authority to fully evaluate the submission will be deemed non-responsive and given no further consideration

LIST OF VEHICLES - Minimum of two/02 five ton collection vehicles.

Work Details Project 1				
Dollar Value	\$	Contact Name		PH#
Work Details Project 2				
Dollar Value	\$	Contact Name		PH#
Work Details Project 3				
Dollar Value	\$	Contact Name		PH#

THIS PAGE MUST BE RETURNED WITH YOUR BID

SELECTION METHOD: To be considered responsive, bids must meet **ALL** the requirements of this solicitation. Any bid not meeting all requirements will be given no further consideration.

EVALUATION SUBTOTAL A + B = EVALUATION TOTAL

The technically responsive offer with the lowest aggregate evaluation total (see Annex B) will be recommended for a contract.

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ANNEX B: BASIS OF PRICING

EVALUATION OF PRICE: The price of bids will be evaluated in Canadian dollars, the Goods and Services Tax (GST) or the Harmonized Sales Tax (HST) excluded, FOB destination for goods, shipping charges included, Customs duties and Excise taxes included. NOTE: Pricing must be an all-inclusive price for the provision of all labour, supervision, material, equipment and transportation required for provision of curbside pick-up of domestic waste from the permanent married quarters (PMQ's), as listed and scheduled in this specification.

No other charges will be allowed.

PERIOD OF WORK :

Year ONE	01 DEC 13 - 30 NOV 14	option Year FOUR	01 DEC 16 - 30 NOV 17
Year TWO	01 DEC 14 - 30 NOV 15	option Year FIVE	01 DEC 17 - 30 NOV 18
Year THREE	01 DEC 15 - 30 NOV 16		

#	ITEM	Qty	Unit Price	Extended Price
1	Bi-weekly curbside pick-up of domestic waste for 487** PMQs as specified herein. YEAR ONE	12 mo	\$ /mo	\$ lot
2	Bi-weekly curbside pick-up of domestic waste for 487** PMQs as specified herein. YEAR TWO	12 mo	\$ /mo	\$ lot
3	Bi-weekly curbside pick-up of domestic waste for 487 ** PMQs as specified herein. YEAR THREE	12 mo	\$ /mo	\$ lot
GST/HST as applicable				\$ lot
(EVALUATION SUBTOTAL A) Firm Total				\$ lot

#	ITEM	Qty	Unit Price	Extended Price
1	Bi-weekly curbside pick-up of domestic waste for 487 ** PMQs as specified herein. Option Year Four.	12 mo	\$ /mo	\$ lot
2	Bi-weekly curbside pick-up of domestic waste for 487** PMQs as specified herein. Option Year Five	12 mo	\$ /mo	\$ lot
(EVALUATION SUBTOTAL B)				\$ lot

** DND reserves the right to re-negotiate the price per month should the number of PMQs increase or decrease by five/05 %.

SUPPLIER CONTACTS : The names, titles and telephone numbers of the Offeror's permanent staff members cleared to receive call-ups from Identified Users:

NAME	TITLE	TEL	E-MAIL
FAX NUMBER			

<i>THIS PAGE MUST BE RETURNED WITH YOUR BID</i>

ANNEX C: INSURANCE**Commercial General Liability Insurance**

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

2. The Commercial General Liability policy must include the following:

(a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.

(b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.

(c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.

(d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.

(e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

(f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions. (g) Employees and, if applicable, Volunteers must be included as Additional Insured.

(h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)

(i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.

(j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

(k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract. (Contracting officers must insert the applicable options below and renumber accordingly.)

(l) Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt. For the province of Quebec, send to:

Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,
Civil Litigation Section,

Solicitation No. - N° de l'invitation

W0103-135111/A

Amd. No. - N° de la modif.

File No. - N° du dossier

VIC-3-36042

Buyer ID - Id de l'acheteur

vic240

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

W0103-135111

CCC No./N° CCC - FMS No/ N° VME

Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.