

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
Room 1650, 635 8th Ave. S.W.
Calgary
Alberta
T2P 3M3**

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

Public Works and Government Services Canada/Travaux
publics et Services gouvernementaux Canada
Room 1650, 635 8th Ave. S.W.
Calgary
Alberta
T2P 3M3

Title - Sujet Fresh and Frozen Seafood	
Solicitation No. - N° de l'invitation M5000-140513/A	Date 2013-09-23
Client Reference No. - N° de référence du client RCMP	GETS Ref. No. - N° de réf. de SEAG PW-\$CAL-127-6126
File No. - N° de dossier CAL-3-36017 (127)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-07-15	Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Ray, Jane	Buyer Id - Id de l'acheteur cal127
Telephone No. - N° de téléphone (403)292-5318 ()	FAX No. - N° de FAX (403)292-5786
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: ROYAL CANADIAN MOUNTED POLICE RCMP Academy, Depot Division Attn: Division Mess 5600-11th Ave Regina Saskatchewan S4P 3J7 Canada	
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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	Fresh and Frozen Seafood Fresh and Frozen Seafood	M5000	M5000	1	Lot	\$	XXXXXXXXXXXXX	XXXXXXXXXXXXX	See Herein	
2	Fresh and Frozen Seafood Fresh and Frozen Seafood	M5000	M5000	1	Lot	\$	XXXXXXXXXXXXX	XXXXXXXXXXXXX	See Herein	
3	Fresh and Frozen Seafood Fresh and Frozen Seafood	M5000	M5000	1	Lot	\$	XXXXXXXXXXXXX	XXXXXXXXXXXXX	See Herein	

This Standing Offer cannot be used for the delivery of goods and services in locations which fall under the Procurement Strategy for Aboriginal Business, the Set-Aside Program for Aboriginal Business, and the Comprehensive Land Claim Agreements.

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Introduction
2. Summary
3. Debriefings

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Offers
3. Enquiries - Request for Standing Offers
4. Applicable Laws

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

1. Mandatory Certifications Required Precedent to Issuance of a Standing Offer
2. Additional Certifications Required with the Offer

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer
2. Security Requirement
3. Standard Clauses and Conditions
4. Term of Standing Offer
5. Authorities
6. Identified Users
7. Call-up Instrument
8. Limitation of Call-ups
9. Priority of Documents
10. Certifications
11. SACC Manual Clauses
12. Applicable Laws

B. RESULTING CONTRACT CLAUSES

1. Requirement
2. Standard Clauses and Conditions
3. Term of Contract
4. Payment
5. Invoicing Instructions
6. Insurance
7. SACC Manual Clauses

List of Annexes:

- Annex A - Requirement
Annex B - Working Documents
Annex C - Standing Offer Usage Report

PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

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

The Annexes include Annex "A" Requirement, Annex "B" Working Documents, and Annex "C" Standing Offer Usage Report.

2. Summary

This Regional Individual Standing Offer (RISO) is for the supply, delivery, and off-loading of Fresh and Frozen Fish to the Royal Canadian Mounted Police, Food Services, Regina, Saskatchewan. The items and quantities required are listed in Annex B, Working Documents - List of Products.

Period of Standing Offer:

From 1 November 2013 to 31 October 2014, divided into four (4), three (3) month periods.

Solicitation Closing Dates:

Offer must be submitted for each refresh period, as per the following schedule:

- Refresh Period # 1 - 15 October 2013 at 2:00 p.m. MDT
- Refresh Period # 2 - 15 January 2014 at 2:00 p.m. MST
- Refresh Period # 3 - 15 April 2014 at 2:00 p.m. MDT
- Refresh Period # 4 - 15 July 2014 at 2:00 p.m. MDT

Solicitation No. - N° de l'invitation

M5000-140513/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

cal127

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

RCMP

CAL-3-36017

The requirement is subject to a preference for Canadian goods and/or services and is subject to the provisions on the Agreement on Internal Trade (AIT).

3. Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

The 2006 (2013-06-01) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

1.1 SACC Manual Clauses

B3000T	Equivalent Products	2006-06-16
M0019T	Firm Price and/or Rates	2007-05-25

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.

You must submit your offer (**by mail or facsimile**) prior to the closing time and date.

Once your offer has been completed and transmitted by mail or facsimile, a copy of the Working Document (Excel file) should be sent, by e-mail, to the following address:

WST.CAL-FOOD@pwgsc-tpsgc.gc.ca

3. Enquiries - Request for Standing Offers

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

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

4. Applicable Laws

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

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

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

Section I: Financial Offer

One (1) hard copy and one (1) soft copy, Excel file, by e-mail to the following address:
WST.CAL-FOOD@pwgsc-tpsgc.gc.ca

Section II: Certifications - One (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 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.

Annex B - Working Documents (Excel File)

The working documents include the Schedule of Tender Closing Dates as well as Closing Pages and List of Products for each period.

Solicitation No. - N° de l'invitation

M5000-140513/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

cal127

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

RCMP

CAL-3-36017

The Schedule of Tender Closing Dates specifies the Closing Dates for each period. It is important to use the appropriate Closing page, matching the period for which the offer applies.

The offerors will complete the List of products using the Excel file, in Annex B, and make sure that it has been properly filled out and contains all required information.

That list, once printed, will be sent, by facsimile or mail, with the other required documents, before being transmitted to the above mentioned e-mail address.

Section I: Financial Offer

Offerors must submit their financial offer in accordance with Annex B, Working Documents - List of Products. The total amount of Applicable Taxes must be shown separately.

Payment by Credit Card

Canada requests that offerors complete one of the following:

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

The following credit card(s) are accepted:

VISA _____

Master Card _____

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

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

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

Section II: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) The evaluation team will determine first if there are three (3) or more offers with a valid Canadian Content certification. In that event, the evaluation process will be limited to the offers with the certification; otherwise, all offers will be evaluated. If some of the offers with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive offers with a valid certification remain, the evaluation will continue among those offers with a valid certification. If all offers with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other offers received will be evaluated.

1.1 Financial Evaluation

1.1.1 The price of the offer will be evaluated in Canadian dollars, the Applicable taxes are excluded, FOB destination RCMP Regina, Sask., including all deposits, delivery, off-loading and fuel charges. Canadian customs duties and excise taxes included. Additional surcharges will not be accepted.

1.1.2 The offers will be assessed and accepted on a low aggregate basis. Low aggregate will be determined by multiplying the firm unit price by the estimated quantities and summing the values as listed in Annex B.

The totals will be added together to arrive at the total offered price and issuance of the Standing Offer will be to the offeror with the lowest total aggregate price.

Estimated usages are for evaluation purposes only and will not form any part of the resulting Standing Offer.

Offers will be evaluated on the unit price for like items in accordance with their requested format and estimated quantities.

Respect of the client's acceptable brands, if applicable, and formats will be taken into consideration in the evaluation.

1.1.3 SACC Manual Clause M0220T (2013-04-25) Evaluation of price

2. Basis of Selection

2.1 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest aggregate basis will be recommended for issuance of a standing offer.

Bidders should provide pricing as per unit of issue requested. It is the responsibility of the bidder to provide conversion to the unit of issue requested. Failure to do so may render the bid non-responsive without further consideration.

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.

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

1.1 Code of Conduct and Certifications - Related documentation

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

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.

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.

2. Additional Certifications Required with the Offer

Offerors must submit the following duly completed certifications with their offer.

2.1 Canadian Content Certification

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

2.1.2 Canadian Content Certification

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the request for standing offer, offerors acknowledge that only offers with a certification that the good(s) offered are Canadian goods, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the offer will result in the good(s) offered being treated as non-Canadian goods.

The Offeror certifies that:

() a minimum of 80 percent of the total price for the offer consist of Canadian goods as defined in paragraph 1 of clause A3050T.

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Chapter 3, Annex 3.6.(9), Example 2, of the Supply Manual.

This Standing Offer cannot be used for the delivery of goods and services in locations which fall under the Procurement Strategy for Aboriginal Business, the Set-Aside Program for Aboriginal Business, and the Comprehensive Land Claim Agreements.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex "A", Requirement and Annex B, Working Documents - List of Products.

2. Security Requirement

2.1 NIL security screening required, no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the facility or site as and where required by Royal Canadian Mounted Police (RCMP) personnel or those authorized by RCMP to do so on their behalf.

2.2 Contractor personnel must submit to local law enforcement verification by RCMP, prior to admittance to the facility or site. The RCMP reserves the right to deny access to any facility or site or part thereof to any contractor personnel, at any time.

3. Standard Clauses and Conditions

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

3.1 General Conditions

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

3.2 Standing Offers Reporting

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 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 Offeror must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Standing Offer 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 Standing Offer Authority no later than five (5) calendar days after the end of the reporting period.

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer shall be within the period identified in any resulting "Standing Offer and Call-up Authority" Document, as detailed in Annex B, Working Document - Schedule Tender Closing Dates.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Jane Ray, Supply Officer
Public Works and Government Services Canada
Acquisitions Branch, Western Region
1650-635 8th Ave SW
Calgary, AB T2P 3M3

Telephone: 403-292-5318

Facsimile: 403-292-5786

E-mail address: jane.ray@pwgsc-tpsgc.gc.ca

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

5.2 Project Authority

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

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

5.3 Offeror's Representative (to be completed by Offeror)**General Enquiries:**

Name: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

Delivery Follow-up:

Name: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Royal Canadian Mounted Police, Depot Division, Saskatchewan.

7. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using PWGSC-TPSGC 942, Call-up Against a Standing Offer, or an electronic version.

8. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$15,000.00 (Applicable Taxes included).

8.1 Minimum Individual Call-up

Individual call-ups against the Standing Offer must total a minimum of \$200.00 (Applicable Taxes included).

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.

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2013-04-25), General Conditions - Goods (Medium Complexity);
- e) Annex A, Requirement;

- f) Annex B, Basis of Payment and Working Document;
- g) Annex C, Standing Offer Usage Report;
- h) the Offeror's offer _____.

10. Certifications

10.1 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.

11. SACC Manual Clauses

M3060C (2008-05-12) Canadian Content Certification

12. Applicable Laws

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

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

1. Requirement

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

2. Standard Clauses and Conditions

2.1 General Conditions

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

Section 16 Interest on Overdue Accounts, of 2010A (2013-04-25) General Conditions - Goods (Medium Complexity) will not apply to payments made by credit cards at point of sale.

3. Term of Contract

3.1 Delivery Date

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

4. Payment

4.1 Basis of Payment - Firm Unit Prices

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices as specified in Annex B, Working Documents - List of Products for a cost of \$ To be determined at time of 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.

4.2 Single Payment

SACC Manual clause H1000C (2008-05-12), Single Payment

4.3 Payment by Credit Card

The following credit cards are accepted: TBD and TBD.

5. Invoicing Instructions

5.1 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.

5.2 Invoices must be distributed as follows:

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

6. Insurance

SACC Manual clause G1005C (2008-05-12) Insurance

7. SACC Manual Clauses

A9068C	Government Site Regulations	2010-01-11
B7500C	Excess Goods	2006-06-16
D0014C	Delivery of Fresh Chilled or Frozen Products	2007-11-30
D0018C	Delivery and Unloading	2007-11-30
D3004C	Type of Transport	2007-11-30

7.1 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX "A"**REQUIREMENT****Description:**

This Regional Individual Standing Offer (RISO) is for the supply, delivery, and off-loading of Fresh and Frozen Fish to the Royal Canadian Mounted Police, Food Services, Regina, Saskatchewan. The items and quantities required are listed in Annex B, Working Documents - List of Products.

Period of the Standing Offer:

From 1 November 2013 to 31 October 2014, divided into four (4), three (3) month periods.

Solicitation Closing Dates:

Offer must be submitted for each refresh period, as per the following schedule:

Refresh Period # 1 - 15 October 2013 at 2:00 p.m. MDT

Refresh Period # 2 - 15 January 2014 at 2:00 p.m. MST

Refresh Period # 3 - 15 April 2014 at 2:00 p.m. MDT

Refresh Period # 4 - 15 July 2014 at 2:00 p.m. MDT

This requirement is subject to a preference for Canadian goods and/or services.

There is a security requirement associated with this requirement.

Scope:

1. All products must be in accordance with Canadian General Standards Board Specifications, 32-250M Foods and meet the Canadian Food Inspection Agency (CFIA) standards;
2. All orders will be placed a minimum of two (2) working days prior to the expected date of delivery by phone, fax or e-mail. The Food Services Representative will provide notification within twenty-four (24) hours prior to delivery if any changes to the original order or cancellation is required;
3. The Offeror must advise the Food Services Representative within twenty-four (24) hours of receipt of call-up of any delays and/or item shortages;
4. The contractor must clearly identify the best before date on each product. All products must be of the most recent production date; any products that are outdated or with a shelf-life of less than five (5) calendar days remaining from receipt of shipment will be returned.
5. Any conditions affecting the product shelf life must be stated at the time of ordering;
6. All products must be properly packed and must be free of ice crystals, freezer burn, excess frost on packages and water staining of the boxes;
7. All products supplied must be free of deterioration, spoilage, filth or damage by rodents or insects;
8. Thawed and refrozen products will be not accepted;

9. Backorders and replacement of rejected food items will be delivered with no additional cost to the RCMP within one (1) working day unless other arrangements have been made with the Food Services Representative;

10. The Offeror must provide a bill of lading when delivering products;

11. In the event that a substitute is offered, the good must be of equal or greater quality of the requested item and approved by the Food Services Representative;

12. Vehicles used for delivery must be dedicated to food products only;

13. Any repackaged cartons, boxes, bags or crates of individual products must contain like items and must not be mixed with other products.

Delivery:

DELIVERY RCMP - (Depot Division, Saskatchewan)	
Delivery addresses	
Delivery hours and details	
Royal Canadian Mounted Police (RCMP) 5600 11th Avenue Regina, Saskatchewan S4P 3J7	Monday to Friday, between 0700 hours and 1600 hours.

Lead Time:

- Minimum lead time for orders will be 48 hours.
- Minimum lead time for order cancellations will be 24 hours.

Special instructions:

- After a 2-hour wait, the supplier will be paid a fee of \$50.00 per additional hour (on a pro-rated basis). This charge is to be invoiced as a separate line item and will not be considered as part of any bid evaluation.

Solicitation No. - N° de l'invitation

M5000-140513/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

cal127

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

RCMP

CAL-3-36017

ANNEX "B"

BASIS OF PAYMENT - Working Documents

(See Attached Excel Spreadsheet)

Solicitation No. - N° de l'invitation

M5000-140513/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

cal127

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

RCMP

CAL-3-36017

ANNEX "C"**STANDING OFFER USAGE REPORT**

Return to: wst.cal-food@pwgsc-tpsgc.gc.ca
 Facsimile: (403)-292-5786
 Email: wst.cal-food@pwgsc-tpsgc.gc.ca

Quarterly Usage Report Schedule:1st period: **1 April to 30 June**2nd period: **1 July to 30 September**3rd period: **1 October to 31 December**4th period: **1 January to 31 March****SUPPLIER:****STANDING OFFER NO:****M5000-140513/A****DEPARTMENT OR AGENCY:****Royal Canadian Mounted Police (RCMP)****REPORTING PERIOD:**

Item No.	Description	Quantity of each line item ordered	Total value of each line item (GST not included)

(A) Total Dollar Value Call-ups for this reporting period:	
(B) Accumulated Call-Up totals to date:	
(A+B) Total Accumulated Call-Ups:	

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

PREPARED BY:

NAME: _____ TELEPHONE NO.: _____

SIGNATURE: _____

DATE: _____