

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
#910, 410-22nd Street East
Saskatoon
Sask.
S7K 5T6
Bid Fax: (306) 975-5397**

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/Réception
des soumissions Travaux publics et Services
gouvernementaux Canada
#910, 410 - 22nd Street East
Saskatoon
Sask.
S7K 5T6

Title - Sujet Tailoring Services	
Solicitation No. - N° de l'invitation W0127-13P013/A	Date 2013-10-29
Client Reference No. - N° de référence du client DND	GETS Ref. No. - N° de réf. de SEAG PW-\$STN-191-4640
File No. - N° de dossier STN-3-36029 (191)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-12-09	Time Zone Fuseau horaire Central Standard Time CST
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Gerstmar, Denise	Buyer Id - Id de l'acheteur stn191
Telephone No. - N° de téléphone (306)975-8912 ()	FAX No. - N° de FAX (306)975-5397
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Department of National Defence 1 Service Battallion Supply Company, Clothing Stores Building 176 Edmonton Garrison AB T5J 4J5	
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

This Standing Offer will not be for deliveries of goods or services in a CLCA or PSAB area. The RFSO description of goods and services clearly states that the SO is not for deliveries of goods or services in a CLCA area.

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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 the Statement of Work, the Basis of Payment and any other annexes.

2. Summary

The Department of National Defence (DND) Canadian Forces Base (CFB) Edmonton, 1 Service Battalion Supply Company (1 Svc Bn Sup Coy) requires the supply of all labour, materials, tools, equipment, transportation and supervision necessary to provide tailoring and garment repair services as detailed in Annex A - Statement of Work.

All work must be done in accordance with Annex A - Statement of Work, as and when requested during the period of the standing offer from the date of issuance of the Standing Offer to 31 January 2017.

Offerors must submit a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2006.

For services requirements, Offerors in receipt of a pension or a lump sum payment must provide the required information as detailed in article 3 of Part 2 of the Request for Standing Offers (RFSO).

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

This Standing Offer will not be for deliveries of goods or services in a CLCA or PSAB area. The RFSO description of goods and services clearly states that the SO is not for deliveries of goods or services in a CLCA area.

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.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: one hundred and twenty (120) days

1.1 SACC Manual Clauses

M0222T	Evaluation of Price	2013-04-25
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.

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, 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 and the Guidelines on the Proactive Disclosure of Contracts.

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.

4. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than fifteen (15) 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.

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 Saskatchewan.

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 follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Offer

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with Annex B, Basis of Payment. The total amount of Applicable Taxes must be shown separately.

Payment by Credit Card

Canada requests that offerors complete one of the following:

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

The following credit card(s) are accepted:

VISA _____

Master Card _____

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

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

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

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Financial Evaluation

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

Lowest evaluated price will be calculated according to the following method:

For each line item - Item #1 (a,b,c,d and e) up to and including Item #5 (a,b,c,d,e) - the estimated quantity will be multiplied by the unit price provided in Annex B - Basis of Payment for Year One (1), Year Two (2) and Year Three (3). The resulting extensions will be totaled to arrive at the lowest evaluated price.

2. 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 evaluated price will be recommended for issuance of a standing offer.

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. Offers not meeting all of the mandatory requirements will be given no further consideration.

The responsive bidders with the two (2) lowest aggregate total bids will be recommended for the issuance of Standing Offers for Year One as follows:

- 1. The lowest responsive bidder will be recommended for issuance of a Standing Offer for \$330,750.00 which is 60% of the estimated funding.
- 2. The second lowest responsive bidder will be recommended for issuance of a Standing Offer for \$220,500.00 which is 40% of the estimated funding.
- 3. If there is only one (1) responsive bidder, the bidder may be recommended for issuance of a Standing Offer for \$551,250.00 which is 100% of the estimated funding.

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_equality/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.

PART 6- STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

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

2. Security Requirement

There is no security requirement applicable to this Standing Offer.

3. Standard Clauses and Conditions

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

3.1 General Conditions

2005 (2012-11-19) 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 thirty (30) 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 is from the issuance of the Standing Offer to 31 January 2017.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Denise Gerstmar
 Title: Supply Officer
 Public Works and Government Services Canada
 Acquisitions Branch
 Directorate: Western
 Address: 910 - 410 22nd Street East, Saskatoon SK S7K 5T6
 Telephone: 306-975-8912
 Facsimile: 306-975-5397
 E-mail address: denise.gerstmar@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:

To be determined

The Project 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.

5.3 Offeror's Representative

Name: _____
 Title: _____
 Address: _____
 Telephone: _____
 Facsimile: _____
 E-mail address: _____

6. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: the Department of National Defence, Canadian Forces Base Edmonton, Edmonton, Alberta.

8. Call-up Procedures

The call-up procedures require that call-ups be issued on a proportional basis such that the offeror of the highest ranked Standing Offer (the company that is issued the Standing Offer with the highest dollar value) receives the largest predetermined amount of work and the offeror of the second highest ranked Standing Offer receives the second largest predetermined amount of work.

The highest ranked Standing Offer holder shall be approached first when service is needed.

If the highest ranked Standing Offer holder is able to complete the call up in full, no further call ups will be issued.

If the highest ranked Standing Offer holder is able to partially complete the call up, the second highest ranked Standing Offer will be issued the call up for the remainder of the service required.

If the highest ranked Standing Offer holder is unable to complete the call-up, the second highest ranked Standing Offer holder will be issued the call up.

9. Call-up Instrument

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

10. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$10,000.00** (Applicable Taxes included).

11. 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), Services (Medium Complexity);
- (e) Annex A, Statement of Work;
- (f) Annex B, Basis of Payment;
- (g) Annex C, Standing Offer Useage Report;
- (h) the Offeror's offer dated _____ (*insert date of offer*)

12. Certifications

12.1 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.

13. 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 Saskatchewan.

14. Order of Ranking

To be determined Standing Offers were awarded as a result of Public Works and Government Services Canada bid solicitation number: **W0127-13P013/A**. The contractors' order of ranking is as follows:

Ranked first: **To be determined**

Ranked second: **To be determined**

B. RESULTING CONTRACT CLAUSES

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

1. Statement of Work

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

2. Standard Clauses and Conditions

2.1 General Condition

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

Section thirteen(13) Interest on Overdue Accounts, of 2010C (2013-06-27), General Conditions - Services (Medium Complexity) not apply to payments made by credit cards.

3. Term of Contract

3.1 Period of the Contract

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

4. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

5. Payment

5.1 Basis of Payment

See Annex B - Basis of Payment

5.2 Limitation of Price

SACC *Manual* clause C6000C - Limitation of Price 2011-05-16

5.3 Multiple Payments

SACC *Manual* clause H1001C - Multiple Payments 2008-05-12

5.4 SACC *Manual* Clauses

A9117C	T1204 - Direct Request by Customer Department	2007-11-30
C0710C	Time and Contract Price Verification	2007-11-30
C2000C	Taxes - Foreign-based Contractor	2007-11-30

5.5 Payment by Credit Card

The following credit cards are accepted: _____ and _____.

6. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

7. Insurance

SACC *Manual* clause G1005C - Insurance 2008-05-12

8. SACC Manual Clauses

A9006C	Defence Contract	2012-07-16
A9062C	Canadian Forces Site Regulations	2011-05-16

ANNEX "A"

STATEMENT OF WORK

1. Background Information

The Department of National Defence (DND) Canadian Forces Base (CFB) Edmonton, 1 Service Battalion Supply Company (1 Svc Bn Sup Coy) Clothing Stores Section currently supports the Edmonton Garrison with the provision of Military clothing requirements, including the tailoring of and repair work associated with Dress Uniforms, repairs to sleeping bags, repairs or replacement of zippers on flying suits, parkas, etc.

2. Requirement

A Regional Individual Standing Offer (RISO) for the supply of all labour, materials, tools, equipment, transportation and supervision necessary to provide tailoring and garment repair services as required.

Typical services will include but are not limited to:

- sewing on badges, insignia, reflective tape, slip-ons, bands, braid, etc.;
- hemming up the length of trousers and skirts;
- other alterations such as waist and sleeve adjustments on trousers or jackets;
- removal of zippers from old articles for use in repairing parkas, sleeping bags, flying suits, etc.;
- repair or replace zippers in sleeping bags, parkas, flying suits, etc.;
- minor repairs, such as holes, rips to fabric parts of sleeping bags, parkas and flying suits;
- sewing on of buttons to various clothing articles;
- other related repairs.

The Offeror will be responsible for the pick up and delivery of all items to be repaired.

3. Experience

The Offeror must have experience working as a Commercial/Retail based tailor.

4. Materials

Holes which are larger than 1" in diameter will be patched, not sewn together. Small holes, tears, missing buttons, etc, will be patched or sewn.

Heavy duty zippers will be supplied by DND. They will range in size from 7" to 29". Zippers will be replaced using heavy duty thread.

Reflective tape will be supplied by DND. This tape will be used to put an "X" on the back of all anti-static parkas. It will also be sewn around each arm of the parka and a strip put across the front breast of the parka.

All badge and insignia must be sewn on in the correct position according to the A-DH-265-000/AG-001, a DND manual which shows the exact placement of badges, medals, insignia, etc. This manual will be provided by DND at issuance of Standing Offer.

All removed insignia/badges must be returned with the original article.

5. Response Time

The Offeror must be able to handle large volumes of work as numerous call-up documents could be sent the same day requesting a variety of repairs, and/or alteration work. An example of one call up could be a requirement for 25 cap badges to be sewn on, 5 alterations to tunics and pants and repair a zipper.

Not all repair and/or alteration work will be schedule in advance.

All regular work will be pick up, repairs completed and returned to Clothing Stores (Bldg 175) within 15 working days of a call-up unless an alternate date is mutually agreed to between the Offeror and DND. On rare occasions, the Offeror must be able to provide urgent services, within 24 hours of a call up.

ANNEX "B"

BASIS OF PAYMENT

- Prices provided are firm for the periods indicated;
- Firm unit prices include all labour, materials, tools, equipment, transportation (including pick up and delivery) and supervision necessary to provide tailoring and garment services;
- GST is not included in the unit prices but will be added as a separate line item to any invoice issues against the Contract;

Period One (1) - from date of Issuance to 31 January 2015.

Item	Description	Estimated Quantity	Firm Unit Price
1	Services to be done on CF Service Dress, Garrison Dress and Windbreaker (price to include removal of existing badges or braids)		
	(a) sewing on of rank insignia	2500	\$_____/each
	(b) sewing on of Officer rank braid	2000	\$_____/each
	(c) sewing on of Canada insignia	5000	\$_____/each
	(d) sewing on of flying/Specialist Skill badges	500	\$_____/each
	(e) sewing on of Occupation Badges	2500	\$_____/each
2.	Services to be done on Flying Clothing (suit/jacket), Tactical (shirt/jacket), Firefighter covers (price to include removal of existing badges or braids)		
	(a) sewing on of rank slip-ons	500	\$_____/each
	(b) sewing on of name tapes	500	\$_____/each
	(c) sewing on of Flying Specialist Skill Badges	500	\$_____/each
	(d) sewing on of Canada Flags	n/a	\$_____/each
	(e) sewing on of Squadron Badges	500	\$_____/each
3.	Sewing of fireproof Velcro onto Gortex Fly Jackets, Fly Suits Tac Hel Gear		
	(a) Name Tapes	100	\$_____/each
	(b) Qualification badges/specialist badges	200	\$_____/each
	(c) Canada Flags	100	\$_____/each
	(d) Squadron Badges	500	\$_____/each

4. Miscellaneous Items

(a)	sewing on of cloth cap badges (beret, wedge)	100	\$ _____/each
(b)	sewing on of occupations badge on naval white shirt	75	\$ _____/each
(c)	hemming of trousers and skirts	300	\$ _____/each
(d)	minor alterations (waist adjustments, etc)	n/a	\$ _____/each

5. Repairs

(a)	Repair or replace zippers (supplied by DND)		
	1 - Short zipper (7" long)	10	\$ _____/each
	2 - Medium zipper (15" long)	10	\$ _____/each
	3 - Long zipper (29" long)	10	\$ _____/each
(b)	minor repairs to DEU items	300	\$ _____/each
(c)	sewing on of buttons	1000	\$ _____/each
(d)	replace drawstrings in Cad Pat Pants/shirts	200	\$ _____/each
(e)	tailoring/repair work not specified (must be supported by itemized invoice)	400	\$ _____/hour

6. Any other miscellaneous items or repairs not shown herein will be priced in accordance with the Offeror's current published price list, less a discount of _____%

Period Two (2) - from 01 February 2015 to 31 January 2016.

Item	Description	Estimated Quantity	Firm Unit Price
1	Services to be done on CF Service Dress, Garrison Dress and Windbreaker (price to include removal of existing badges or braids)		
(a)	sewing on of rank insignia	2500	\$ _____/each
(b)	sewing on of Officer rank braid	2000	\$ _____/each
(c)	sewing on of Canada insignia	5000	\$ _____/each
(d)	sewing on of flying/Specialist Skill badges	500	\$ _____/each
(e)	sewing on of Occupation Badges	2500	\$ _____/each

-
2. Services to be done on Flying Clothing (suit/jacket), Tactical (shirt/jacket), Firefighter covers (price to include removal of existing badges or braids)
- | | | | |
|-----|---|-----|---------------|
| (a) | sewing on of rank slip-ons | 500 | \$ _____/each |
| (b) | sewing on of name tapes | 500 | \$ _____/each |
| (c) | sewing on of Flying Specialist Skill Badges | 500 | \$ _____/each |
| (d) | sewing on of Canada Flags | n/a | \$ _____/each |
| (e) | sewing on of Squadron Badges | 500 | \$ _____/each |
3. Sewing of fireproof Velcro onto Gortex Fly Jackets, Fly Suits Tac Hel Gear
- | | | | |
|-----|--|-----|---------------|
| (a) | Name Tapes | 100 | \$ _____/each |
| (b) | Qualification badges/specialist badges | 200 | \$ _____/each |
| (c) | Canada Flags | 100 | \$ _____/each |
| (d) | Squadron Badges | 500 | \$ _____/each |
4. Miscellaneous Items
- | | | | |
|-----|---|-----|---------------|
| (a) | sewing on of cloth cap badges (beret, wedge) | 100 | \$ _____/each |
| (b) | sewing on of occupations badge on naval white shirt | 75 | \$ _____/each |
| (c) | hemming of trousers and skirts | 300 | \$ _____/each |
| (d) | minor alterations (waist adjustments, etc) | n/a | \$ _____/each |
5. Repairs
- | | | | |
|-----|---|------|---------------|
| (a) | Repair or replace zippers (supplied by DND) | | |
| | 1 - Short zipper (7" long) | 10 | \$ _____/each |
| | 2 - Medium zipper (15" long) | 10 | \$ _____/each |
| | 3 - Long zipper (29" long) | 10 | \$ _____/each |
| (b) | minor repairs to DEU items | 300 | \$ _____/each |
| (c) | sewing on of buttons | 1000 | \$ _____/each |
| (d) | replace drawstrings in Cad Pat Pants/shirts | 200 | \$ _____/each |
| (e) | tailoring/repair work not specified (must be supported by itemized invoice) | 400 | \$ _____/hour |
6. Any other miscellaneous items or repairs not shown herein will be priced in accordance with the Offeror's current published price list, less a discount of _____%

Period Three (3) - from 01 February 2016 to 31 January 2017.

Item	Description	Estimated Quantity	Firm Unit Price
1	Services to be done on CF Service Dress, Garrison Dress and Windbreaker (price to include removal of existing badges or braids)		
(a)	sewing on of rank insignia	2500	\$_____/each
(b)	sewing on of Officer rank braid	2000	\$_____/each
(c)	sewing on of Canada insignia	5000	\$_____/each
(d)	sewing on of flying/Specialist Skill badges	500	\$_____/each
(e)	sewing on of Occupation Badges	2500	\$_____/each
2.	Services to be done on Flying Clothing (suit/jacket), Tactical (shirt/jacket), Firefighter covers (price to include removal of existing badges or braids)		
(a)	sewing on of rank slip-ons	500	\$_____/each
(b)	sewing on of name tapes	500	\$_____/each
(c)	sewing on of Flying Specialist Skill Badges	500	\$_____/each
(d)	sewing on of Canada Flags	n/a	\$_____/each
(e)	sewing on of Squadron Badges	500	\$_____/each
3.	Sewing of fireproof Velcro onto Gortex Fly Jackets, Fly Suits Tac Hel Gear		
(a)	Name Tapes	100	\$_____/each
(b)	Qualification badges/specialist badges	200	\$_____/each
(c)	Canada Flags	100	\$_____/each
(d)	Squadron Badges	500	\$_____/each
4.	Miscellaneous Items		
(a)	sewing on of cloth cap badges (beret, wedge)	100	\$_____/each
(b)	sewing on of occupations badge on naval white shirt	75	\$_____/each
(c)	hemming of trousers and skirts	300	\$_____/each
(d)	minor alterations (waist adjustments, etc)	n/a	\$_____/each

5. Repairs

(a)	Repair or replace zippers (supplied by DND)		
	1 - Short zipper (7" long)	10	\$_____/each
	2 - Medium zipper (15" long)	10	\$_____/each
	3 - Long zipper (29" long)	10	\$_____/each
(b)	minor repairs to DEU items	300	\$_____/each
(c)	sewing on of buttons	1000	\$_____/each
(d)	replace drawstrings in Cad Pat Pants/shirts	200	\$_____/each
(e)	tailoring/repair work not specified (must be supported by itemized invoice)	400	\$_____/hour

6. Any other miscellaneous items or repairs not shown herein will be priced in accordance with the Offeror's current published price list, less a discount of ____%

Solicitation No. - N° de l'invitation

W0127-13P013/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

stn191

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

STN-3-36029

ANNEX C STANDING OFFER USEAGE REPORT

Return to: PWGSC
910 - 410 22nd Street East, Saskatoon SK S7K 5T6
Fax: 306-975-5397 Email: denise.gerstmar@pwgsc-tpsgc.gc.ca

Quarterly Usage Report Schedule:

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.

Supplier:

Standing Offer No.:

Department or Agency:

Reporting Period:

ITEM NO.	CALL-UP/CONTRACT NO. DESCRIPTION	VALUE OF THE CALL-UP/ CONTRACT	GST/HST

(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 this period: []

PREPARED BY:

NAME: _____

PHONE: _____

SIGNATURE: _____ DATE: _____