

**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

<b>Title - Sujet</b> ATV Rentals	
<b>Solicitation No. - N° de l'invitation</b> W0127-13P010/A	<b>Date</b> 2013-11-04
<b>Client Reference No. - N° de référence du client</b> DND	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$STN-197-4642
<b>File No. - N° de dossier</b> STN-3-36024 (197)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-12-16</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Central Standard Time CST
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Holt, Judy	<b>Buyer Id - Id de l'acheteur</b> stn197
<b>Telephone No. - N° de téléphone</b> (306)975-4051 ( )	<b>FAX No. - N° de FAX</b> (306)975-5397
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE EDMONTON GARRISON STN FORCES P.O.BOX 10500 EDMONTON Alberta T5J4J5 Canada	
<b>Security - Sécurité</b> 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**

<b>Vendor/Firm Name and Address</b>	
Raison sociale et adresse du fournisseur/de l'entrepreneur	
<b>Telephone No. - N° de téléphone</b>	
<b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print)</b>	
<b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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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 and  |
| Part 6 | 6A, Standing Offer, and 6B, Resulting Contract Clauses:   |
|        | 6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;  |
|        | 6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.  |

The Annexes include the Requirement and the Basis of Payment and any other annexes.

### **2. Summary**

Regional Individual Standing Offer (RISO) for the rental of 8 Wheeled Drive ATVs & Gator Style Mules, without operators, ATV Trailers and other related equipment to supplement the DND fleet as required by the Department of National Defence Suffield, Wainwright and Edmonton, located in Medicine Hat, Alberta, Denwood, Alberta, and Edmonton, Alberta in accordance with the terms and conditions stated herein. The period for making call-ups against the Standing Offer will be from date of award of the Standing Offer to December 31, 2014 with two (2) one year option years.

Offerors must submit a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2006 and 2007.

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).

### **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

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. 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.

### 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 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.

### 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.

## 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.

### 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.

For each year - Year One, Option Year One and Option Year Two, the estimated usage for each line item will be multiplied by the firm unit price provided.

The resulting aggregate will be used to determine the lowest evaluated price, calculated as follows:

$(1A1 \times 150) + (1A2 \times 240) + (1A3 \times 75) + (1B1 \times 40) + (1B2 \times 20) + (1C1 \times 24) + (1C2 \times 4) + (1C3 \times 6) + (1C4 \times 4) + (1C5 \times 4) + (1C6 \times 4) + (2A1 \times 150) + (2A2 \times 240) + (2A3 \times 75) + (2B1 \times 40) + (2B2 \times 20) + (2C1 \times 24) + (2C2 \times 4) +$

(2C3x6) + (2C4x4) + (2C5x4) + (2C6x4) + (3A1x150) + (3A2x240) + (3A3x75) + (3B1x40) + (3B2x20) + (3C1x24) + (3C2x4) + (3C3x6) + (3C4x4) + (3C5x4) + (3C6x4) = Lowest evaluated price

## 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](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.

## 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".

#### 2. Standard Clauses and Conditions

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

#### 2.1 General Conditions

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

## **2.2 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 twenty (20) calendar days after the end of the reporting period.

## **3 Term of Standing Offer**

### **3.1 Period of the Standing Offer**

The period for making call-ups against the Standing Offer is from the date of award to 31 December 2014.

### **3.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for two additional one year periods, from 1 January 2015 to 31 December 2015 and 1 January 2016 to 31 December 2016 under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority fifteen days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

## **4. Authorities**

### **4.1 Standing Offer Authority**

The Standing Offer Authority is:

Judy Holt

Supply Specialist

Public Works and Government Services Canada

Acquisitions Branch

910-410 22nd St E

Saskatoon, SK

S7K 5T6

Telephone: 306 975 4051

Facsimile: 306 975 5397

E-mail address: *judy.holt@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.

#### 4.2 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.

#### 4.3 Offeror's Representative

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

E-mail address: \_\_\_\_\_

#### 5. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: *To be determined*

#### 6. 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.

#### 7. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$75,000 (Applicable Taxes included).

#### 8. Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010C (2013-06-27), General Conditions - Services (Medium Complexity);
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) Annex C, Standing Offer Usage Report;
- h) the Offeror's offer dated \_\_\_\_\_

#### 9. Certifications

##### 9.1 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.

## 10. 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.

## 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

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

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

### 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

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price, as specified in in Annex B for a cost of **\$To be determined**. Customs duties are excluded 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 Limitation of Price

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

#### 4.3 Method of Payment

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

#### 4.4 Payment by Credit Card

*To be determined*

### 5. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

2. Invoices must be distributed as follows:

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

b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

#### 6. Insurance

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

#### 7. SACC Manual Clauses

A9006C	Defence Contract	2012-07-16
A9062C	Canadian Forces Site Regulations	2011-05-16
A9117C	T1204 - Direct Request by Customer Department	2007-11-30
B1501C	Electrical Equipment	2006-06-16
B7500C	Excess Goods	2006-06-16

## ANNEX A REQUIREMENT

Regional Individual Standing Offer (RISO) for the rental of 8 Wheeled Drive ATVs & Gator Style Mules, without operators, ATV Trailers and other related equipment to supplement the DND fleet as required by the Department of National Defence Suffield, Wainwright and Edmonton, located in Medicine Hat, Alberta, Denwood, Alberta, and Edmonton, Alberta in accordance with the terms and conditions stated herein. The period for making call-ups against the Standing Offer will be from date of award of the Standing Offer to December 31, 2014 with two (2) one year option years.

### Equipment:

ATV - 8 Wheeled Drive; 350-500 cc. 18-25 HP  
Mule, Gator Style (Bench Seat), 4 x 4

#### ATV Trailers:

- i. Tub type (to be towed by an ATV): constructed of polyethylene; single axle
- ii. Tow Behind type (can be towed by a truck or an ATV): road worthy including licensing and lights; three sizes, capable of transporting 2, 4 and 6 ATVs.

Vehicles must be no older than 3 years and must be well-maintained and in good running order. Fuel and fluid levels will be topped up by the Offeror at the beginning of the rental period. DND will top up fuel and fluid levels prior to return of the ATV units.

### Minimum Call-up Requirement:

The Offeror must be able to provide a minimum of four (4) of each type of vehicle within 24 hours of receiving a call-up. The balance of the call-up vehicles must be provided within 5 business days of receiving a call-up.

**CAN MEET** \_\_\_\_\_

**CANNOT MEET** \_\_\_\_\_

### Delivery:

Units shall be delivered, FOB Destination including all delivery and off-loading charges, at the beginning of the rental period, and picked up at the end of the rental period, to / from the locations shown below, unless otherwise stated at the time of the call-up. For other delivery locations, any additional delivery costs will be negotiated at the time of the call-up.

The geographic area of coverage for delivery is defined as facilities located within each Canadian Forces Base listed below plus a 25 km radius of the base:

- A) Canadian Forces Base Wainwright located in Rural Eastern Alberta;
- B) Canadian Forces Base Suffield located in Southeastern Alberta;
- C) Canadian Forces Base Edmonton located in Edmonton Capital Region, Alberta.

### Division of Responsibilities:

Upon delivery, the Project Authority and the Offeror will inspect equipment to check for any existing damage, check fluid levels, etc. If the equipment is not deemed serviceable, the Project Authority will refuse the units.

Solicitation No. - N° de l'invitation

W0127-13P010/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

stn197

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

STN-3-36024

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The Offeror is responsible for all maintenance and repair. In the event of faulty equipment / equipment breakdown during the rental period, the Offeror will replace the unit(s) within a time period agreed upon by the DND Project Authority and the Offeror.

At the end of the rental period, the Project Authority and the Offeror will perform an inspection to determine if any damage occurred during the rental period, and to check fluid levels, etc.

The Department of National Defence is responsible for damage incurred by DND personnel.

## ANNEX B BASIS OF PAYMENT

*(All prices/rates are FOB destination, GST/HST extra)*

- All Prices are in Canadian Dollars.
- GST is not included in prices, but it will be added as a separate item, if applicable, on any resulting invoice.
- Firm Unit Prices remain firm for the period of the Standing Offer.
- Estimated usages are for evaluation purposes only: actual usage may vary from usage shown
- Rental period will not include drop off or pick up day.
- Monthly rates will be prorated for rental periods less than one month. Prorating will be based on a 30-day month.
- Pick up and delivery of units is included in prices shown.

### **1. Year One - Date of award - 31 December 2014**

#### **A: GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE WAINWRIGHT, LOCATED IN RURAL EASTERN ALBERTA, CANADA**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Wainwright plus a 25 km radius of the base.

Item	Description	Estimated Usage Per year	Firm Unit Price
1	ATV, 8 wheeled drive as described in Annex A MAKE _____ MODEL _____	150 rental months	\$ _____ /month
2	Mule, Gator style 4X4 as described in Annex A MAKE _____ MODEL _____	240 rental months	\$ _____ /month
3	ATV Tub Trailer as described in Annex A	75 rental months	\$ _____ /month
4	Other related equipment may be called-up at the offeror's current published price less a discount of _____ %		

#### **B: GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE SUFFIELD, LOCATED IN SOUTHEASTERN ALBERTA, CANADA**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Suffield plus a 25 km radius of the base.

Item	Description	Estimated Usage Per year	Firm Unit Price
1	ATV, 8 wheeled drive as described in Annex A MAKE _____ MODEL _____	40 rental months	\$ _____ /month
2	Mule, Gator style 4X4 as described in Annex A MAKE _____ MODEL _____	20 rental months	\$ _____ /month
3.	Other related equipment may be called-up at the offeror's current published price less a discount of _____ %		

**C: GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE EDMONTON, LOCATED IN EDMONTON CAPITAL REGION, ALBERTA, CANADA**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Edmonton plus a 25 km radius of the base.

Item	Description	Estimated Usage Per year	Firm Unit Price
1	ATV, 8 wheeled drive as described in Annex A MAKE _____ MODEL _____	24 rental months	\$ _____ /month
2	Mule, Gator style 4X4 as described in Annex A MAKE _____ MODEL _____	4 rental months	\$ _____ /month
3	ATV Tub Trailer as described in Annex A	6 rental months	\$ _____ /month
4.	ATV Tow Behind Trailer capable of towing a maximum of 2 ATVs	4 rental months	\$ _____ /month
5.	ATV Tow Behind Trailer capable of towing a maximum of 4 ATVs	4 rental months	\$ _____ /month
6.	ATV Tow Behind Trailer capable of towing a maximum of 6 ATVs		\$ _____ /month

Item	Description	Estimated Usage Per year	Firm Unit Price
		4 rental months	
7.	Other related equipment may be called-up at the offeror's current published price less a discount of _____ %		

## **2. Option Year One - 1 January 2015 - 31 December 2015**

### **A: GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE WAINWRIGHT, LOCATED IN RURAL EASTERN ALBERTA, CANADA**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Wainwright plus a 25 km radius of the base.

Item	Description	Estimated Usage Per year	Firm Unit Price
1	ATV, 8 wheeled drive as described in Annex A MAKE _____ MODEL _____	150 rental months	\$ _____ /month
2	Mule, Gator style 4X4 as described in Annex A MAKE _____ MODEL _____	240 rental months	\$ _____ /month
3	ATV Tub Trailer as described in Annex A	75 rental months	\$ _____ /month
4	Other related equipment may be called-up at the offeror's current published price less a discount of _____ %		

### **B: GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE SUFFIELD, LOCATED IN SOUTHEASTERN ALBERTA, CANADA**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Suffield plus a 25 km radius of the base.

Item	Description	Estimated Usage Per year	Firm Unit Price
1	ATV, 8 wheeled drive as described in Annex A MAKE _____	40 rental months	\$ _____ /month

Item	Description	Estimated Usage Per year	Firm Unit Price
	MODEL_____		
2	Mule, Gator style 4X4 as described in Annex A MAKE_____	20 rental months	\$_____/month
	MODEL_____		
3.	Other related equipment may be called-up at the offeror's current published price less a discount of ____ %		

**C: GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE EDMONTON, LOCATED IN EDMONTON CAPITAL REGION, ALBERTA, CANADA**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Edmonton plus a 25 km radius of the base.

Item	Description	Estimated Usage Per year	Firm Unit Price
1	ATV, 8 wheeled drive as described in Annex A MAKE_____	24 rental months	\$_____/month
	MODEL_____		
2	Mule, Gator style 4X4 as described in Annex A MAKE_____	4 rental months	\$_____/month
	MODEL_____		
3	ATV Tub Trailer as described in Annex A	6 rental months	\$_____/month
4.	ATV Tow Behind Trailer capable of towing a maximum of 2 ATVs	4 rental months	\$_____/month
5.	ATV Tow Behind Trailer capable of towing a maximum of 4 ATVs	4 rental months	\$_____/month
6.	ATV Tow Behind Trailer capable of towing a maximum of 6 ATVs	4 rental months	\$_____/month



Item	Description	Estimated Usage Per year	Firm Unit Price
7.	Other related equipment may be called-up at the offeror's current published price less a discount of ____ %		

### 3. Option Year Two - 1 January 2016 - 31 December 2016

#### A: GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE WAINWRIGHT, LOCATED IN RURAL EASTERN ALBERTA, CANADA

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Wainwright plus a 25 km radius of the base.

Item	Description	Estimated Usage Per year	Firm Unit Price
1	ATV, 8 wheeled drive as described in Annex A MAKE _____ MODEL _____	150 rental months	\$ _____ /month
2	Mule, Gator style 4X4 as described in Annex A MAKE _____ MODEL _____	240 rental months	\$ _____ /month
3	ATV Tub Trailer as described in Annex A	75 rental months	\$ _____ /month
4	Other related equipment may be called-up at the offeror's current published price less a discount of ____ %		

#### B: GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE SUFFIELD, LOCATED IN SOUTHEASTERN ALBERTA, CANADA

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Suffield plus a 25 km radius of the base.

Item	Description	Estimated Usage Per year	Firm Unit Price
1	ATV, 8 wheeled drive as described in Annex A MAKE _____ MODEL _____	40 rental months	\$ _____ /month

Item	Description	Estimated Usage Per year	Firm Unit Price
2	Mule, Gator style 4X4 as described in Annex A MAKE _____ MODEL _____	20 rental months	\$ _____ /month
3.	Other related equipment may be called-up at the offeror's current published price less a discount of _____ %		

**C: GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE EDMONTON, LOCATED IN EDMONTON CAPITAL REGION, ALBERTA, CANADA**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Edmonton plus a 25 km radius of the base.

Item	Description	Estimated Usage Per year	Firm Unit Price
1	ATV, 8 wheeled drive as described in Annex A MAKE _____ MODEL _____	24 rental months	\$ _____ /month
2	Mule, Gator style 4X4 as described in Annex A MAKE _____ MODEL _____	4 rental months	\$ _____ /month
3	ATV Tub Trailer as described in Annex A	6 rental months	\$ _____ /month
4.	ATV Tow Behind Trailer capable of towing a maximum of 2 ATVs	4 rental months	\$ _____ /month
5.	ATV Tow Behind Trailer capable of towing a maximum of 4 ATVs	4 rental months	\$ _____ /month
6.	ATV Tow Behind Trailer capable of towing a maximum of 6 ATVs	4 rental months	\$ _____ /month
7.	Other related equipment may be called-up at the offeror's current published price less a discount of _____ %		

Solicitation No. - N° de l'invitation

W0127-13P010/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

stn197

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

STN-3-36024

## ANNEX C STANDING OFFER USAGE REPORTS

Return to:

Public Works and Government Services Canada

Facsimile: (306) 975-5397

Email: WST-PA-SK@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.

### REPORT ON THE VOLUME OF BUSINESS WITH FEDERAL GOVERNMENT DEPARTMENTS AND AGENCIES

SUPPLIER:

STANDING OFFER NO:

DEPARTMENT OR AGENCY:

REPORTING PERIOD:

Item No.	Call-Up/contract No. 1 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 for this period [    ]

PREPARED BY:

NAME:

TELEPHONE NO.:

SIGNATURE:

DATE)