

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

Rejean Giguere
Garde ctiere canadienne
Canadian Coast Guard
101 boul. Champlain
3ieme etage, station 136
Qubec
Qubec
G1K 7Y7

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

Marine Machinery and Services / Machineries et services
maritimes
11 Laurier St. / 11, rue Laurier
6C2, Place du Portage
Gatineau
Québec
K1A 0S5

Title - Sujet Systèmes de réfrigération	
Solicitation No. - N° de l'invitation F3065-13N197/A	Date 2014-01-29
Client Reference No. - N° de référence du client F3065-13-N197	GETS Ref. No. - N° de réf. de SEAG PW-\$\$ML-024-24251
File No. - N° de dossier 024ml.F3065-13N197	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-02-14	Time Zone Fuseau horaire Eastern Standard Time EST
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Giguère, Réjean	Buyer Id - Id de l'acheteur 024ml
Telephone No. - N° de téléphone (418)648-5428 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: PÊCHES ET OCÉANS CANADA GARDE CÔTIÈRE CANADIENNE NGCC Tous les navires 101 BOUL. CHAMPLAIN QUEBEC Québec G1K7Y7 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

Request for Standing Offers (RFSO)

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PART 1 - GENERAL INFORMATION

1. Summary

This Request For Standing Offer (RFSO) is to provide, on an as and when required basis, repair services and provision of spare parts for refrigeration systems, domestic refrigerators and air conditioning systems installed on vessels of the Canadian Coast Guard. The work will be carried on ships moored at the Quebec city port most of the time but requirement for repairs at other locations on the St-Laurence river may be considered.

2. Security Requirement

There is no security requirement associated with RFSO.

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.

Request for debriefings must be sent to the following:

Rejean Giguere
Supply Team Leader
Public Works and Government Services Canada
Email: rejean.giguere@tpsgc-pwgsc.gc.ca
Tel: 418-648-5428

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 (2013-03-01) 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 clause 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: ninety (90) days

2. Submission of Offers

Offers must be submitted only to Standing Offer authority by the date and time indicated on the cover page of this RFSO, at the location indicated below:

Rejean Giguere

Supply Team Leader

Canadian Coast Guard

101 boul. Champlain, Québec QC G1K 7Y7

3rd floor, office 136

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 Quebec.

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: Technical Offer: 2 hard copies

Section II: Financial Offer: 2 hard copy

Section III: Certifications: 2 hard copies

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.

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.

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.

An evaluation team composed of representatives of Canada will evaluate the offers.

1.1. Technical Evaluation

1.1.1 Mandatory Technical Criteria

As per Annex A, Statement of Work

1.2 Financial Evaluation

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria and certifications requirement listed in Part 5 to be declared responsive.

2. Basis of Selection

- 2.1** The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 - CERTIFICATIONS

Offerors must provide the required certifications and documentation prior to Standing Offer award. 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.

1.3 Federal Regulations on Halocarbons - Certification

http://www.ec.gc.ca/registrelcpe/documents/regs/g2-13718_r1.pdf

The Contractor shall ensure that all employees have the certificate meet the Federal Regulations on Halocarbons "during repairs on ships.

During the services performed on board the ship, each employee of the company shall, at the request of the GCC, present their certificate indicating that the holder has successfully completed a course of "environmental awareness on recycling, recovery and Refrigeration>>.

This certificate must have an accreditation number.

The Contractor understand that failure to maintain this certification will result in the termination of the standing offer agreement.

PART 6 - INSURANCE REQUIREMENTS

1. Insurance Requirements

The Offeror must fulfill the requirement listed in Annex "C".

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

1.1 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) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is: Twelve (12) months from the date of contract award.

4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for up to two (2) additional one (1) year periods 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 Thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Rejean Giguere
Title: Supply Team Leader
Public Works and Government Services Canada
Telephone: 418-648-5428
E-mail address: rejean.giguere@tpsgc-pwgsc.gc.ca

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

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 Identified Users

The Identified Users authorised to make call-ups against this Standing Offer are identified in Annex A, Para 7.

6. Call-up Procedures

1. This Standing Offer does not create an exclusive right of the Contractor to perform all the work that may be required. PWGSC reserves the right to have any work done by other means.

7. 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.

8. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$25,000.00** (Applicable Taxes excluded).

9. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **\$100,000.00** (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed or,

if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

10. 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) Annex A, Statement of Work
- e) Annex B, Basis of Payment
- f) Annex C, Insurance Requirements
- g) the Offeror's offer

11. Certifications

11.1 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.

11.2 SACC Manual Clauses

SACC clauses M3000C (2006-08-15) , M3060C (2008-05-12) and M3800C (2006-08-15) apply to and form part of the Contract.

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 Quebec.

B. RESULTING CONTRACT CLAUSES

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

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 Conditions

2029 (2013-04-25), General Conditions - Goods or Services (Low Dollar Value) and 1029 (2010-08-16) Ship Repairs, apply to and form part of the Contract.

3. Term of Contract

3.1 Period of the Contract

The period for making call-ups against the Standing Offer is: Twelve (12) months from the date of contract award.

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 up to two (2) additional one (1) year periods 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 Thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

4. Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in form PWGSC-TPSGC 942, Call-up Against a Standing Offer. Customs duties are included and Applicable Taxes are extra.

4.1 Applicable SACC Clauses

C0711C (2008-05-12) Time Verification

H1000C (2008-05-12) Single Payment

5. Basis of Payment

As per Annex B, attached.

5.1 Limitation of Expenditure

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6. Invoicing Instructions

Pêches et Océans Canada – Garde côtière

PAYMENT USING A CHEQUE :

E-MAIL: DFOinvoicing-MPOfacturation@dfo-mpo.gc.ca

STATION: Pêches et Océans Canada

Centre comptable 1er étage

Barker House, Salle 102

570, rue Queen

Fredericton, N.-B E3B 6Z6

PAYMENT USING MASTER CARD:

E-MAIL: CTFN@dfo-mpo.gc.ca

STATION: Pêches et Océans Canada

Garde côtière canadienne

Division Ingénierie navale

101 boulevard Champlain

Québec, Qc G1K 7Y7

Solicitation No. - N° de l'invitation

F3065-13N197/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

024ml

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

F3065-13-N197

File No. - N° du dossier

024mlF3065-13N197

CCC No./N° CCC - FMS No/ N° VME

For information regarding payments, please contact
Finance Resources Clerck
Tel: 418-648-5930
Fax: 418-648-5247

7. Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex C and must maintain the required insurance coverage for the duration of the Contract.

ANNEX "A"

STATEMENT OF WORK

REPAIR OF REFRIGERATION SYSTEMS, OF DOMESTIC REFRIGERATORS AND AIR CONDITIONING SYSTEMS OF SHIPS OF THE COAST GUARD

1. Description of the requirement

Provide on and as and when requisitioned, repair service and supplies of spare parts on refrigeration systems, domestic refrigerators and air conditioning systems on all vessels of the Coast Guard. The work will be carried on ships moored at the Quebec city port most of the time but requirement for repairs at other locations on the St-Laurence river may be considered.

2. Cost estimates

The Contractor shall provide an estimate for each of the call-ups. This estimate must be approved by the Chief Engineer of the ship or the project officer of the naval engineering. Each will show the estimated number of hours for each job category and the cost of the materials provided and the description, identification number and cost of each part to change.

3. Timeframe

The Contractor shall visit the ship within four (4) hours following the call by the authorized representative of the department or within the time mutually agreed between the parties depending on the application.

4. Work safety

Contractor is responsible for performing the work in accordance with standards and regulations onboard the vessel and in accordance with Canadian Labor Code.

Prior to perform any hot work on a vessel, the contractor must first obtain a signed hot work authorization permit from the chief engineer.

5. Maintenance report

A report for all maintenance work on preventive and corrective maintenance shall be prepared and submitted with the invoice. The report must contain at a minimum the information listed below:

The date and time the request was conducted and who received the call;

- The serial number of the system;
- The name of the person who made the call and phone number;
- The time of arrival on the ship and the number of hours worked on the ship (including the number of hours and date for each day of work on the ship);
- The description of the malfunction;
- The diagnosis of the defect;
- A list of all parts replaced and/or installed;
- The serial number of each (large) sets removed or exchanged;
- The name of the employee and the position of service in which he (she) works;
- The name (please print) and signature of the vessel representative certifying that the equipment seems to work satisfactorily;
- The breakdown of labor costs, travel and equipment, if applicable.

Two (2) copies of the report are required in pdf format to be one that must be submitted to representative of the vessel and the other to the project officer of the naval engineering.

6. Project officer

The project officer for this Standing offer will be identified in each call-ups.

7. Designated users

Designated authorized users to place call-ups to the Standing Offer shall include:

- Superintendent of Shipbuilding Engineering, Technical Services Directorate, GCC
- Production manager, naval engineering, Technical Services Directorate, GCC
- Vessels maintenance manager, Marine Engineering, Technical Services Directorate, GCC
- Chief engineers of ships, Operational Services Directorate, GCC

ANNEX "B"**BASIS OF PAYMENT****1. Basis of payment****1- Service Call**

Firm hourly rates for each category listed below to complete the tasks. This hourly rate includes the overhead and profit. The call service includes the first hour of productive labor force at the site. Applicable taxes are excluded.

During normal working hours:

- Frigoriste _____\$
- Assistant _____\$
- Daily _____\$

Outside normal working hours, Monday to Friday and Saturday

- Frigoriste _____\$
- Assistant _____\$
- Daily _____\$

Outside normal working hours, Sunday and holidays regulations Monday to Friday and Saturday

- Frigoriste _____\$
- Assistant _____\$
- Daily _____\$

2- Equipment and spare parts

Cost, plus an increase of _____%

Note to Offerer:

a) For purposes of this document, working hours and periods of time will be determined as follows:

A normal working day may be a period of 8 hours between 07.00 and 17.00, Monday to Friday inclusive, totaling 40 hours per week.

Overtime from Monday through Friday will begin after 8 hours worked in a day.

Note: The contractor must expect and accept to work outside of regular hours, Monday to Friday, Saturday and Sunday

b) Travel and subsistence

No living expenses and travel will be reimbursed for any services provided on the Coast Guard vessel while moored in the port of Quebec City. If in the course of their duties, employees are requested to travel outside the city limits, the contractor will be reimbursed for authorized travel expenses and living expenses that reasonably and properly incurred in carry out the work at cost, without any allowance for profit and (or) the general administrative costs, in accordance with the allowances for meals, use of a private vehicle and incidental allowances specified in Appendices B , C and D of the Travel Directive of the Treasury Board (http://www.tbssct.gc.ca/pubs_pol/hrpubs/tbm_113/td-dv-fra.asp), and with the other provisions of the Directive relating to "passenger" rather than those pertaining to "employees".

All travel must be first be pre-approved by the representative of naval engineering.

All payments are subject to verification by the government.

ANNEX "C"

INSURANCE REQUIREMENTS

A) Insurance Requirements

(a) The Contractor must comply with the insurance requirements specified herein. The Contractor must maintain the required insurance coverage for the duration of the Standing Offer. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Standing Offer.

(b) The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Standing Offer and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own Benefit and protection.

(c) Prior to Standing Offer award the Contractor must provide to the Standing Offer Authority a copy of their Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Standing Offer Authority, forward to Canada a certified true copy of all applicable insurance policies.

B) Commercial General Liability Insurance

(a) The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$ 2,000,000.00 per accident or occurrence and in the annual aggregate.

(b) The Commercial General Liability policy must include the following :

i) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Her Majesty the Queen in the right of Canada as represented by the Minister

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

iii) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the

Contractor and/or arising out of operations that have been completed by the Contractor.

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

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

vi) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.

vii) Employees and, if applicable, Volunteers must be included as Additional Insured.

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

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

x) Notice of Cancellation : The Insurance Company must provide to the Standing Offer Authority ten (10) days written notice of policy cancellation.

xi) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

xii) Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.