

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**

**11 Laurier St./ 11, rue Laurier
Place du Portage, Phase III
Core 0A1 / Noyau 0A1
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776**

**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

Clothing and Textiles Division / Division des vêtements et des textiles
11 Laurier St./ 11, rue Laurier
6B1, Place du Portage
Gatineau, Québec K1A 0S5

Title - Sujet Fabric Interlock blue	
Solicitation No. - N° de l'invitation 21C31-143451/A	Date 2014-02-19
Client Reference No. - N° de référence du client 21C31-143451	GETS Ref. No. - N° de réf. de SEAG PW-\$\$PR-714-64701
File No. - N° de dossier pr714.21C31-143451	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-03-06	
Time Zone Fuseau horaire Eastern Standard Time EST	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Sinka, William	Buyer Id - Id de l'acheteur pr714
Telephone No. - N° de téléphone (819)956-3511 ()	FAX No. - N° de FAX (819)956-5454
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	
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

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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 Preparations 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: Security, Financial and Insurance Requirements; includes specific requirements that must be addressed by offerors; and

Part 7: 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B, includes the clauses or conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

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

2. SUMMARY

Suppliers are required to provide double knit tubular fabric, collar, and rib knit as detailed below to the department of CORCAN.

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 Offer (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) calendar days

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 seven (7) 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 Ontario.

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.

5. SPECIFICATIONS AND STANDARDS

5.1 Canadian General Standards Board (CGSB) - Standards

A copy of the CGSB Standards referred to in the offer solicitation is available and may be purchased from:

Canadian General Standards Board

Place du Portage III, 6B1

11 Laurier Street

Gatineau, Québec

Telephone: (819) 956-0425 or 1-800-665-CGSB (Canada only)

Fax: (819) 956-5740

E-mail: ncr.cgsb-ongc@pwgsc-tpsgc.gc.ca

CGSB Website: <http://www.tpsgc-pwgsc.gc.ca/ongc-cgsb/index-eng.html>

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 (1 hard copie)
 Section II: Financial Offer (1 hard copie)
 Section III: Certifications (1 hard copie)
 Section IV: Additional Information (1 hard copie)

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) <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.

3) Green Initiatives (for PWGSC information only)

Offerors are requested to provide details of their policies and practices in relation to the following initiatives:

- environmentally responsible manufacturing;
- environmentally responsible waste disposal;
- waste reduction;
- packaging;
- re-use strategies;
- recycling.

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 (reference pre-award sample, Part 4, Evaluation Procedures, 1.1.1 Mandatory Technical Criteria).

Section II: Financial Offer

Offerors must submit their financial offer in accordance with Annex A. 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

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

- (c) The evaluation team will determine first if there are three (3) or more offers with a valid Canadian Content certification. In that event, the evaluation process will be limited to the offers with the certification; otherwise, all offers will be evaluated. If some of the offers with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive offers with a valid certification remain, the evaluation will continue among those offers with a valid certification. If all offers with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other offers received will be evaluated.

1.1 TECHNICAL EVALUATION

1.1.1 MANDATORY TECHNICAL CRITERIA

PRE-AWARD SAMPLES AND SUPPORTING DOCUMENTATION

As part of the technical evaluation, to confirm an Offeror's capability of meeting the technical requirements, one (1) pre-award sample of *items 1, 2 and 3* will be required after the Request For Standing Offer closing date and upon a written request from PWGSC.

Fabric requirements - One (1) metre in length, full width must constitute a pre-award sample.

The requirement for a pre-award sample may be waived if the Offeror has supplied the item(s) within the past three (3) years in accordance with the latest specification.

Please specify:

- Item supplied: _____
 - Your previous Contract/Standing Offer number: _____

- Item supplied: _____
 - Your previous Contract/Standing Offer number: _____

If the above has been met, the Offeror represents and warrants that no significant changes have occurred in their manufacturing processes nor their organization or their sub-contractors' organization since the last award or pre-award qualification that could affect the manufacturing of the referenced item.

The Offeror must submit the pre-award samples if a waiver is not given. The Offeror will be advised when the pre-award samples and test results are required.

The Offeror must ensure that the required pre-award sample is manufactured in accordance with the technical requirement and is fully representative of the offer submitted. Rejection of the pre-award sample will result in the offer being declared non-responsive.

The Offeror must deliver the required pre-award samples and test results at no charge to Canada and must ensure that they are received within 20 calendar days from request. Failure to submit the required pre-award samples and test results within the specified time frame will result in the offer being declared non-responsive. The samples submitted by the Offeror will remain the property of Canada.

Laboratory analysis of the product offered showing complete test results for specific tests detailed at Appendix B, C, and D must be provided with the pre-award samples. Testing must be performed by an independent accredited laboratory establishment accredited by the Standards Council of Canada for ISO 17025 and must be in accordance with the test methods detailed in the technical requirement. The

laboratory report and tests results must not be dated before the Request For Standing Offer posting date.

The pre-award samples will be evaluated for quality of workmanship and conformance to specified materials and measurements. In the event that the royal blue colour is not available, the bidder may use another colour, on the condition that a letter addressing the substitution is submitted with the pre-award samples, together with a statement that should the Bidder be awarded the contract, all materials will be strictly in accordance with the technical requirement. However, only one deviation will result in the bid being declared non responsive.

The requirement for pre-award samples and test results will not relieve the successful Offeror from submitting samples and test results as required by the contract terms or from strictly adhering to the technical requirement of this Request For Standing Offer and any resultant contract.

1.2 FINANCIAL EVALUATION

1.2.1 Mandatory Financial Criteria

- i. The Offeror must submit firm unit prices in Canadian dollars, applicable taxes excluded, DDP (Drummond, Quebec) Incoterms 2000, transportation costs included, all applicable Customs Duties and Excise taxes included.
- ii. The Offeror must submit firm unit pricing for all items and all destinations.

2. BASIS OF SELECTION

An offer must comply with all requirements of the RFSO and meet all mandatory technical and financial evaluation criteria to be declared responsive.

The responsive offer with the lowest responsive aggregate price will be recommended for the issuance of a standing offer (1 standing offer only). Ranking will be established using the estimated quantities for all items.

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 the Standard instructions 2006. The related documentation hereinafter mentioned will assist Canada in confirming that the certifications are true.

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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 SAMPLES AND PRODUCTION CERTIFICATION

The Offeror certifies that:

() the manufacturer that produced the pre-award sample(s) will remain unchanged for the pre-production sample(s) and full production of the contract quantity.

1.4 ADDITIONAL CERTIFICATIONS REQUIRED WITH THE OFFER

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

1.4.1 Canadian Content Certification

SACC MANUAL CLAUSE

A3050T 2010/01/11 Canadian Content Definition

Rules of Origin - Textiles

With reference to the Canadian Content Certification clause, items on this offer are considered to be Canadian goods if they meet the following definition:

MODIFIED RULE OF ORIGIN FOR TEXTILES: "Textiles and textile articles classified in Chapters 50 to 60 inclusive of the Harmonized System that are woven, knitted or otherwise manufactured from yarns or fibres in Canada, and further processed in Canada by dyeing, finishing, coating or other processes as applicable, will be considered Canadian textiles. Woven fabrics of 100% cotton or of polyester and cotton blends that are dyed and finished in Canada will be considered Canadian."

CANADIAN CONTENT CERTIFICATION

This procurement is conditionally limited to Canadian goods.

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

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

Offerors must clearly identify below which items meet the definition of Canadian good and complete the certification below.

Item 001 Yes___ No___

Item 002 Yes___ No___

Item 003 Yes___ No___

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The Offeror certifies that:

() the items offered and identified as Canadian goods are Canadian goods as defined in paragraph 1 of clause A3050T.

PLANT LOCATION

Item(s) will be manufactured at: _____

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. OFFER

The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex A - C, and Appendices A - D.

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

3.2 Periodic Usage Reports - Standing Offer

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 ordered, including purchases paid for by a Government of Canada Acquisition Card.

The Offeror must provide an electronic version of this data in accordance with the reporting requirements detailed in Annex "B. 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 15 calendar days after the end of the reporting period.

4. TERM OF STANDING OFFER

4.1 Period of Standing Offer

The period for making call-ups against the Standing Offer is from date of offer to February, 28th 2015.

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 an additional two (2) year period, from March 1st, 2015 to February 28th, 2017 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 60 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 for the Standing Offer is:

William Sinka

Public Works and Government Services Canada

Acquisitions Branch

Commercial and Consumer Products Directorate (CCPD)

Clothing & Textiles Division

Place du Portage, Phase III, 6A2

11 Laurier Street

Gatineau, Quebec K1A 0S5

Telephone : 819-956-3511

Facsimile: 819-956-5454

E-mail address: william.sinka@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 Standing offer authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

5.2 Technical Authority

The Technical Authority for the Standing Offer is:

Technical Authority - CORCAN

Director

Drummond Building

ATTN.: _____ (to be advised at contract)

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

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5.3 Offeror's Representative

The person responsible for:

General enquiries

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

Delivery follow-up

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

6. IDENTIFIED USERS

The Identified User authorized to make call-ups against the Standing Offer is : CORCAN - Drummond Building

7. CALL-UP INSTRUMENT

The Work will be authorized or confirmed by the Identified User using form PWGSC-TPGSC 942 "*Call-up Against a Standing Offer*".

8. LIMITATION OF CALL-UPS

Individual call-ups against the Standing Offer must not exceed \$60,000.00 (Applicable Taxes included).

9. FINANCIAL LIMITATION

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$ _____ (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 3 months before the expiry date of the Standing Offer, whichever comes first. However, 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 and B, C, D" - Statement of Requirement;
- e. Appendix A, B, C, and D;
- f. the Offeror's offer dated _____

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

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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

M3060C

2008-05-12

Canadian Content Certification

12. APPLICABLE LAWS

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

13. PLANT CLOSING

The Offeror's plant closing for Christmas and Summer holidays are as follows. During this time there will be no shipments.

Christmas Holiday FROM _____ TO _____

Summer Holiday FROM _____ TO _____

14. PLANT LOCATION

Items will be manufactured at: _____

15. SPECIFICATIONS AND STANDARDS

15.1 Canadian General Standards Board (CGSB) - Standards

A copy of the CGSB Standards referred to in the Standing Offer is available and may be purchased from:

Canadian General Standards Board

Place du Portage III, 6B1

11 Laurier Street

Gatineau, Québec

Telephone: (819) 956-0425 or 1-800-665-CGSB (Canada only)

Fax: (819) 956-5740

E-mail: ncr.cgsb-ongc@pwgsc-tpsgc.gc.ca

CGSB Website: <http://www.tpsgc-pwgsc.gc.ca/ongc-cgsb/index-eng.html>

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 REQUIREMENT

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

2. STANDARD CLAUSES AND CONDITIONS

2.1 General Conditions

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

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3. TERM OF CONTRACT

3.1 Delivery Date

Delivery must be made within 40 calendar days from the receipt of call-up against 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 prices, as specified in Annex A of the standing offer. Customs duties are included and Applicable Taxes are extra.

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

4.2 SACC Manual Clauses

H1001C 2008-05-12 Multiple Payments

C5201C 2008-05-12 Prepaid Transportation Costs

4.3 Payment by Credit Card

The following credit cards are accepted: _____ and _____.

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 two (2) copies must be forwarded to the following address for certification and payment:

CORCAN, Drummond Building
2025, Boulevard Jean de Brébeuf
Drummonville, Quebec
J2B 7Z6

(b) One (1) copy must be forwarded to the consignee and to the contracting authority.

6. SUBCONTRACTOR(S)

The following subcontractor(s) will be utilized in the performance of the contract.

Name of Company: _____

Location: _____

Value of subcontract: \$ _____

Nature of subcontracting work performed: _____

Subcontractors, other than those listed above, may not be utilized without the written permission of Canada.

7. MATERIALS: CONTRACTOR TOTAL SUPPLY

The Contractor will be responsible for obtaining all materials required in the manufacture of the items specified. The delivery stated for the items allows the necessary time to obtain such materials.

The products delivered may be inspected by a recognized institution and, if the goods are found not to meet the Appendix "A" and the Canadian General Standard Boards (CGSB) indicated in Appendix "B", "C" and "D", they

will be returned to the supplier at the supplier's expenses; in addition, the supplier will be required to pay the costs of the appraisal.

8. DELIVERY

8.1 Shipping Instructions - Delivery at Destination

1. Goods must be consigned to the destination specified in the call-up document and delivered:

- (a) DDP Delivered Duty Paid (DDP) (Drummond, Quebec) Incoterms 2000 for shipments from a commercial contractor.
- (b) Delivery must be made Monday to Friday 8:00am to 11am and from 1:00pm to 3:00pm
- (c) Must be confirmed 48 hours in advance by the assistant Director, CORCAN - Drummond Building.

8.2 Packaging

- (a) The rolls must be delivered on pallets, wrapped in two plastic bags, and marked with the lot number, weight per square meter, fabric composition, shade number, fabric width, finished style and number of meters per roll. The fabric must be first quality.
- (b) The rolls that must never exceed 45 kg/100lb.

9. ASSESSMENT OF FAULTS IN TEXTILE FABRICS

1. The fabric detailed in the Contract must be free from defects such as imperfections and blemishes that may adversely affect its appearance or serviceability when viewed under inspection conditions satisfactory to the Quality Assurance Representative (QAR).
2. Any defect acceptable to the QAR must be strung (flagged) along the right hand selvage of the face side using colourfast strings for each two (2) linear decimetres where the defect occurs (not applicable to narrow fabrics 15 cm or less in width).
3. The Contractor must deduct allowances from the gross piece length for each defect or splice, on the basis of two (2) linear decimetres per fault. The Contractor must record gross length, net length and number of splices on each piece ticket.
4. Fabric with more than 5% defects **as per ISO** will be rejected.
5. The following defects, if prevalent throughout the fabric, will result in rejection of the full pieces:
 - (a) mill creases/calendar marks;
 - (b) edge to edge shading;
 - (c) tears, holes or marks beyond 12 mm from the outer edge of the selvage;
 - (d) poor dye penetration and/or streaks;
 - (e) weak or tender fabric;
 - (f) warp or filling defects throughout.

10. PRODUCTION SAMPLES

Production Sample

1. The Contractor must take a production sample, two (2) meters in length, full width, from the first production run and provide it to the Technical Authority, for acceptance within 10 calendar days from date of contract award.

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2. If the first samples are rejected, the Contractor must submit the second samples within 10 calendar days of notification of rejection from the Technical Authority.
3. The Contractor must carry out all required inspection and tests to verify conformance to the technical requirements of the Contract.
4. The Contractor must provide the samples to the Technical Authority, transportation charges prepaid, and without charge to Canada. The samples submitted by the contractor will remain the property of Canada.
5. The Technical Authority will notify the Contractor, in writing, of the conditional acceptance, acceptance or rejection of the samples. A copy of this notification will be provided by the Technical Authority to the Standing Offer Authority. The notice of conditional acceptance or acceptance does not relieve the Contractor from complying with all requirements of the specifications and all other conditions of the Contract.
6. The Contractor must not commence or continue with production of the items and must not make any deliveries until the Contractor has received a written notification from the Technical Authority that the samples are acceptable. Any production of items before sample acceptance will be at the sole risk of the Contractor.
7. Rejection by the Technical Authority of the second samples submitted by the Contractor for failing to meet the contract requirements, will be grounds for termination of the Contract for default.
8. The samples may not be required if the Contractor is currently in production. The request for waiver of samples must be made by the Contractor in writing to the Standing Offer Authority. The waiving of this requirement will be at the discretion of the Technical Authority and will be evidenced through a contract amendment.

ANNEX "A"
STATEMENT OF REQUIREMENT

1. TECHNICAL REQUIREMENT

The Contractor is required to provide the Department of **Correctional Services Canada** with the following 3 items in accordance with the specifications.

2. ADDRESSES

Destination Address	Invoicing Address
CORCAN, Drummond Building 2025, Blvd Jean de Brébeuf Drummondville, Quebec J2B 7Z6	CORCAN, Drummond Building 2025, Blvd Jean de Brébeuf Drummondville, Quebec J2B 7Z6

3. DELIVERABLES**First Year Ending February 28th, 2015 - Estimated quantities**

Item 1:

Double knit tubular fabric 32", color royal blue, interlock 50% polyester / 50% cotton, 185 g/m² (5.4 oz/yd²); The tube widths must be within ½ cm or ¼ inch of the required measurements; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "B"; The interlock knit must be the same royal blue as the collar and rib knit.

Item 2: Collar, color Royal blue, 30 grams, 50% cotton / 50% polyester with detached folding; The collars must be within ¼ inch of the required measurements; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "C". The collars must be the same royal blue as the interlock knit and rib knit.

Item 3: Rib knit 1 X 1 tubular 27", color royal blue, 50% polyester / 50% cotton, 165 g/m² to 185 g/m²; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "D"; The rib knit must be the same royal blue as the interlock knit and collar.

All 3 items must be stained together to obtain colour consistence.

Item	Description	Estimated Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable Taxes extra
1	Double knit tubular 32"	55,000	Meter	\$ _____
2	Collar 3 1/2 inches x 15 inches	20,000	Each	\$ _____
	Collar 3 1/2 inches x 17 inches	20,000	Each	\$ _____
3	Rib knit 1 x 1 tubular 27"	2,400	Meter	\$ _____

Second Year Ending March 1st, 2016 - Extension - Estimated quantities

Item 1:

Double knit tubular fabric 32", color royal blue, interlock 50% polyester / 50% cotton, 185 g/m² (5.4 oz/yd²); The tube widths must be within ½ cm or ¼ inch of the required measurements; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "B"; The interlock knit must be the same royal blue as the collar and rib knit.

Item 2: Collar, color Royal blue, 30 grams, 50% cotton / 50% polyester with detached folding; The collars must be within ¼ inch of the required measurements; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "C". The collars must be the same royal blue as the interlock knit and rib knit.

Item 3: Rib knit 1 X 1 tubular 27", color royal blue, 50% polyester / 50% cotton, 165 g/m² to 185 g/m²; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "D"; The rib knit must be the same royal blue as the interlock knit and collar.

All 3 items must be stained together to obtain colour consistence.

EXTENSION

Item	Description	Estimated Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable Taxes extra
1	Double knit tubular 32"	55,000	Meter	\$ _____
2	Collar 3 1/2 inches x 15 inches	20,000	Each	\$ _____
	Collar 3 1/2 inches x 17 inches	20,000	Each	\$ _____
3	Rib knit 1 x 1 tubular 27"	2,400	Meter	\$ _____

Third Year Ending March 1st, 2017 - Extension - Estimated quantities

Item 1:

Double knit tubular fabric 32", color royal blue, interlock 50% polyester / 50% cotton, 185 g/m² (5.4 oz/yd²); The tube widths must be within ½ cm or ¼ inch of the required measurements; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "B"; The interlock knit must be the same royal blue as the collar and rib knit.

Item 2: Collar, color Royal blue, 30 grams, 50% cotton / 50% polyester with detached folding; The collars must be within ¼ inch of the required measurements; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "C". The collars must be the same royal blue as the interlock knit and rib knit.

Item 3: Rib knit 1 X 1 tubular 27", color royal blue, 50% polyester / 50% cotton, 165 g/m² to 185 g/m²; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "D"; The rib knit must be the same royal blue as the interlock knit and collar.

All 3 items must be stained together to obtain colour consistence.

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EXTENSION

Item	Description	Estimated Quantity	Unit of Issue	Firm Unit Price, DDP, Transportation costs included, Applicable Taxes extra
1	Double knit tubular 32"	55,000	Meter	\$ _____
2	Collar 3 1/2 inches x 15 inches	20,000	Each	\$ _____
	Collar 3 1/2 inches x 17 inches	20,000	Each	\$ _____
3	Rib knit 1 x 1 tubular 27"	2,400	Meter	\$ _____

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ANNEX "C"
SECURITY SCREENING

Specific requirements in the Correctional Service of Canada:

NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the institution as and where required by Correctional Service Canada personnel or those authorized by CSC on its behalf. CSC has developed very stringent internal policies to ensure that the security of institutional operations is not compromised.

Contractor personnel shall submit to a local verification of identity/information through an authorized use of the Canadian Police Information Centre (CPIC) and must adhere to institutional requirements for the conduct of searches by Correctional Service Canada, prior to admittance to the requisite institution. Correctional Services Canada reserves the right to deny access to any institution of any Contractor personnel, at any time.

Institutional Access CPIC Clearance Request form CSC/SCC 1279 (R-05-12) See Appendix E

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Appendix "A"
BLUE INTERLOCK

Item 1:

Double knit tubular fabric 32", color royal blue, interlock 50% polyester / 50% cotton, 185 g/m² (5.4 oz/yd²); The tube widths must be within ½ cm or ¼ inch of the required measurements; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "B"; The interlock knit must be the same royal blue as the collar and rib knit.

Item 2: Collar, color Royal blue, 30 grams, 50% cotton / 50% polyester with detached folding; The collars must be within ¼ inch of the required measurements; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "C". The collars must be the same royal blue as the interlock knit and rib knit.

Item 3: Rib knit 1 X 1 tubular 27", color royal blue, 50% polyester / 50% cotton, 165 g/m² to 185 g/m²; The fabric must meet the Canadian General Standards Board (CGSB) standards specified in Appendix "D"; The rib knit must be the same royal blue as the interlock knit and collar.

Appendix "B"
Sample Evaluation and Acceptance Procedure (Item 1) Double knit Tubular interlock

FABRIC CONTENT: 50% POLYESTER 50% COTTON

Samples must meet all the specified requirements, within the minimum and maximum acceptable range, in accordance with Canadian General Standards Board (CGSB) standards, as specified below:

Property	Evaluating & Acceptance Methodology CAN/CGSB 4.2	Specified Requirement	Minimum acceptable	Maximum acceptable
	No.			
Quantitative Analysis of Multi-Fibre Blends <i>Note 1</i>	14.18-M91	50% polyester 50% cotton	-5% -5%	+5% +5%
Knit		Double Knit interlock	Double Knit interlock	Double Knit interlock
Unit Mass of Fabrics	5.1-M90	185g/m ² (5.4 oz/yd ²)	-3%	

NOTE 1:

A variation of plus or minus 5% is acceptable in accordance with the Textile Labelling Act, and the result used will be that after regain.

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Appendix "C"

Sample Evaluation and Acceptance Procedure (Item 3) Collar

FABRIC CONTENT: 50% POLYESTER 50% COTTON

Samples must meet all the specified requirements, within the minimum and maximum acceptable range, in accordance with Canadian General Standards Board (CGSB) standards, as specified below:

Property	Evaluating & Acceptance Methodology CAN/CGSB 4.2	Specified Requirement	Minimum acceptable	Maximum acceptable
	No.			
Quantitative Analysis of Multi-Fibre Blends <i>NOTE 1</i>	14.18-M91	50% polyester 50% cotton	-5% -5%	+5% +5%
Unit Mass of Fabrics	5.1-M90	30 grams	-3%	

NOTE 1:

A variation of plus or minus 5% is acceptable in accordance with the Textile Labelling Act, and the result used will be that after regain.

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Appendix "D"

Sample Evaluation and Acceptance Procedure (Item 3) Rib 1X1

FABRIC CONTENT: 50% POLYESTER 50% COTTON

Samples must meet all the specified requirements, within the minimum and maximum acceptable range, in accordance with Canadian General Standards Board (CGSB) standards, as specified below:

Property	Evaluating & Acceptance Methodology CAN/CGSB 4.2 No.	Specified Requirement	Minimum acceptable	Maximum acceptable
Quantitative Analysis of Multi-Fibre Blends <i>NOTE 1</i>	14.18-M91	50% polyester 50% cotton	-5% -5%	+5% +5%
Knit		Rib	Rib	
Unit Mass of Fabrics	5.1-M90	165g/m ² à 185g/m ²	-3%	

NOTE 1:

A variation of plus or minus 5% is acceptable in accordance with the Textile Labelling Act, and the result used will be that after regain.

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Appendix E
Institutional Access CPIC Clearance Request Form 1279

Attached as PDF document.



**INSTITUTIONAL ACCESS
CPIC CLEARANCE REQUEST**

**ACCÈS À UN ÉTABLISSEMENT
DEMANDE DE VÉRIFICATION
DU DOSSIER AU CIPC**

PUT AWAY ON FILE – CLASSER AU DOSSIER
ADMINISTRATIVE OR OPERATIONAL FILE
DOSSIER ADMINISTRATIF OU OPÉRATIONNEL

▶ Original = 3170-12

▶ PLEASE PRINT INFORMATION CLEARLY - VEUILLEZ ÉCRIRE EN LETTRES MOULÉES

Institution – Établissement

Request received / Demande reçue le Date (YYAA-MM-DJ)

PUT AWAY ON FILE / CLASSER AU DOSSIER ▶ **3170-12**

A. PERSONAL INFORMATION – RENSEIGNEMENTS PERSONNELS

Surname / Nom de famille Full name (no nicknames or initials) / Nom au complet (pas de surnoms ou d'initiales) Maiden name (if applicable) / Nom de jeune fille (s'il y a lieu)

Date of birth / Date de naissance (YYAA-MM-DJ) Place of birth – Lieu de naissance / City/Town – Ville ou municipalité Province/State – Province ou état Country – Pays

B. PHYSICAL DESCRIPTION – DESCRIPTION PHYSIQUE

Male / Homme Female / Femme Height – Grandeur Weight – Poids Eye color – Couleur des yeux Hair color / Couleur des cheveux

C. ADDRESS – ADRESSE

Street – Rue City/Town – Ville ou municipalité Province Postal Code – Code postal Telephone number – Numéro de téléphone / Home – Domicile Work – Bureau

Representing (name of company/organization) – Représente (nom de la compagnie ou de l'organisation)

D. GENERAL INFORMATION – RENSEIGNEMENTS GÉNÉRAUX

Have you ever been convicted of a criminal offence for which you have not been granted a pardon, or an offence for which you have been granted a pardon and such a pardon has been revoked? / Avez-vous déjà été reconnu coupable d'une infraction criminelle pour laquelle on ne vous a pas octroyé un pardon ou d'une infraction pour laquelle on vous a octroyé un pardon qui a été révoqué? Yes / Oui No / Non

Do you personally know of any person incarcerated in a correctional facility? / Connaissez-vous personnellement une personne qui est incarcérée dans un établissement correctionnel? If so, provide names - Si oui, fournir son nom : Yes / Oui No / Non

Do you have any reason to believe coming into contact with this person could pose a risk to your or their personal safety? / Avez-vous des raisons de croire que le fait d'entrer en contact avec cette personne pourrait présenter un risque pour votre sécurité personnelle ou la sienne? Yes / Oui No / Non

Are you related/associated to an inmate or on an inmate's visiting list? / Êtes-vous apparenté ou associé à un détenu ou inscrit sur la liste des visiteurs d'un détenu? Yes / Oui No / Non

If you have answered YES to any of the above, please explain below. – Si vous avez répondu OUI à une des questions ci-dessus, veuillez fournir une explication ci-après.

E. SIGNATURE (When sections A to E are filled out completely, please return the completed form to the institution for approval.)

(Une fois que les sections A à E ont été remplies, veuillez retourner le formulaire dûment rempli à l'établissement aux fins d'approbation.)

In making this application, I hereby give the Correctional Service of Canada my consent to use the information provided on this form to conduct such inquiries with police authorities as may be necessary to ascertain my suitability. Finally, I acknowledge that the Correctional Service of Canada has no responsibility for any harm that may come to me in the course of my activities, except where such harm is a direct result of negligence on the part of an employee(s) of the Service.

NOTE: Access may be denied for submitting false information. Passes may be issued for those receiving clearance and approval.

En soumettant la présente demande, j'autorise le Service correctionnel du Canada à se servir des renseignements fournis dans le formulaire afin de mener, auprès des services de police, toute enquête jugée nécessaire pour vérifier mon admissibilité. Par ailleurs, je conviens que le Service correctionnel du Canada ne peut être tenu responsable d'un préjudice subi dans le cadre de mes activités sauf si ce préjudice est directement attribuable à la négligence d'un ou de plusieurs employés du Service.

NOTA: Tout demandeur qui fournit de faux renseignements peut se voir refuser l'accès à l'établissement. Un laissez-passez peut être émis aux demandeurs dont la demande d'accès est approuvée.

Applicant's signature – Signature du demandeur Date (YYAA-MM-DJ)

F. FOR OFFICE USE ONLY – RÉSERVÉ AU SCC

Reason for clearance – Motif justifiant la demande d'accès

Department making the request (please print) / Unité qui soumet la demande (en lettres mouluées s.v.p.) Signature of Division Head / Signature du chef de la division Date (YYAA-MM-DJ)

No criminal record / Aucun casier judiciaire A possible criminal record # / Numéro du casier judiciaire possible : Last entry: / Dernière entrée :

An outstanding warrant/charge held by: / Auteur du mandat non exécuté/accusation en instance :

SIGNATURES The individual has been advised. – Le demandeur a été informé de la décision.

Approved / Approuvée Not approved / Non approuvée Yes / Oui No / Non By: / Par :

Security Intelligence Officer / Agent de renseignements de sécurité Date (YYAA-MM-DJ) Institutional Head / Directeur de l'établissement Date (YYAA-MM-DJ) Visit Review Board / Comité des visites Date (YYAA-MM-DJ)