

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

**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
ATB Place North Tower
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

Title - Sujet RISO - Vehicle Recovery Services	
Solicitation No. - N° de l'invitation EW479-140968/C	Date 2014-04-15
Client Reference No. - N° de référence du client PWGSC	GETS Ref. No. - N° de réf. de SEAG PW-\$EDM-014-10163
File No. - N° de dossier EDM-3-36150 (014)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-05-26	
Time Zone Fuseau horaire Mountain Daylight Saving Time MDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Lau (EDM), Chris	Buyer Id - Id de l'acheteur edm014
Telephone No. - N° de téléphone (780)497-3981 ()	FAX No. - N° de FAX (780)497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF PUBLIC WORKS AND GOVERNMENT SERVICES CANADA MGR Commercial Acquisitions TELUS PLAZA N.5TH FL. 10025 JASPER AVE EDMONTON Alberta T5J1S6 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

This bid solicitation cancels and supersedes previous bid solicitation number EW479-140968/B dated 2013-12-02 with a closing of 2014-03-10 at 14:00 Mountain Daylight Time (MDT). A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Introduction
2. Summary
3. Debriefings

PART 2 - OFFEROR INSTRUCTIONS

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

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

PART 6 - FINANCIAL AND INSURANCE REQUIREMENTS

1. Financial Capability
2. Insurance Requirements

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer
2. Security Requirement
3. Standard Clauses and Conditions
4. Term of Standing Offer
5. Authorities
6. Proactive Disclosure of Contracts with Former Public Servants
7. Identified Users

8. Call-up Procedures
9. Call-up Instrument
10. Limitation of Call-ups
11. Financial Limitation
12. Priority of Documents
13. Certifications
14. Applicable Laws

B. RESULTING CONTRACT CLAUSES

1. Statement of Work
2. Standard Clauses and Conditions
3. Term of Contract
4. Proactive Disclosure of Contracts with Former Public Servants
5. Payment
6. Invoicing Instructions
7. Insurance Requirements
8. *SACC Manual* Clauses

List of Annexes:

- Annex A - Statement of Work
Annex B - Basis of Payment
Annex C - Insurance Requirements

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PART 1 - GENERAL INFORMATION

1. Introduction

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

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

The Annexes include the Statement of Work, the Basis of Payment and Insurance requirements.

2. Summary

The Department of National Defence (DND), Edmonton Garrison, Calgary 41 Service Battalion (41 Brigade) and CFB Suffield, have a requirement for the provision of all labour, materials, tools, equipment, transportation, and supervision necessary to supply vehicle recovery services for various military vehicles on an "as and when requested" basis. The services will mainly include but are not limited to light, medium and heavy recovery under all weather conditions for the Edmonton Garrison, Calgary 41 Service Battalion (41 Brigade), and CFB Suffield including some off-road support of operations at CFB Suffield.

The period of the Standing Offer will be from date of issuance for a three (3) year period.

It is Canada's intention to issue up to three (3) standing offers, one for each geographical zone.

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 (2014-03-01) 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

M0019T (2007-05-25), Firm Price and/or Rates

2. Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

3. Former Public Servant

Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, offerors must provide the information required below.

Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the *Financial Administration Act* R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

an individual;

an individual who has incorporated;

a partnership made of former public servants; or

a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

EW479-140968/C

edm014

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

PWGSC

EDM-3-36150

various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES () NO ()**

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

name of former public servant;

date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Reduction Program

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? **YES () NO ()**

If so, the Offeror must provide the following information:

name of former public servant;

conditions of the lump sum payment incentive;

date of termination of employment;

amount of lump sum payment;

rate of pay on which lump sum payment is based;

period of lump sum payment including start date, end date and number of weeks;

number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

4. 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.

5. Applicable Laws

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

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

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

Section I: Financial Offer (1 hard copy)

Section II: Certifications (1 hard copy)

Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

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

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

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>).

To assist Canada in reaching its objectives, offerors should:

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

Section I: Financial Offer

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

Payment by Credit Card

Canada requests that offerors complete one of the following:

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

The following credit card(s) are accepted:

VISA _____

Master Card _____

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

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

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

Section II: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Financial Evaluation

- 1.1.1** The price of the offer will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

For each year and geographical zone, the unit prices quoted will be multiplied by the estimated annual usages shown. The resulting amounts from each year will be added together to obtain a total evaluated price per geographical location.

2. Basis of Selection

- 2.1** An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. Compliant offers will be ranked for each of the geographic locations based on the lowest evaluated price. It is Canada's intention to issue up to three (3) standing offers. The contractor with the lowest evaluated price per geographical location will be recommended for issuance of a standing offer for that geographical location.

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 Integrity Provisions - Associated Information

By submitting an offer, the Offeror certifies that the Offeror and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Offer of Standard Instructions 2006. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list (http://www.labour.gc.ca/eng/standards_equality/eq/emp/fcp/list/inelig.shtml) available from Employment and Social Development Canada-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 - FINANCIAL AND INSURANCE REQUIREMENTS

1. Financial Capability

SACC *Manual* clause M9033T (2011-05-16) Financial Capability

2. Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex C.

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

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 (2014-03-01) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex " D ". 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.

Solicitation No. - N° de l'invitation
EW479-140968/C

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
edm014

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

File No. - N° du dossier
EDM-3-36150

CCC No./N° CCC - FMS No/ N° VME

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 10 calendar days after the end of the reporting period.

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from date of award for a three (3) year period.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Christopher Lau
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 10025 Jasper Ave., 5th Floor, ATB House North, Edmonton, AB T5J1S6

Telephone: 780-497-3981
Facsimile: 780-497-3510
E-mail address: christopher.lau@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 (will be indicated at Issuance of the Standing Offer)

The Project Authority for the Standing Offer is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - _____
Facsimile: ____ - ____ - _____

Solicitation No. - N° de l'invitation

EW479-140968/C

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

edm014

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

PWGSC

File No. - N° du dossier

EDM-3-36150

CCC No./N° CCC - FMS No/ N° VME

E-mail address: _____

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

5.3 Offeror's Representative (To be completed by the offeror)

Name: _____

Title: _____

Address: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____

6. Proactive Disclosure of Contracts with Former Public Servants

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

7. Identified Users

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

8. 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.

9. Limitation of Call-ups

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

10. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ (Goods and Services Tax or Harmonized Sales Tax 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.

12. 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 (2014-03-01), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010C (2014-03-01), General Conditions - Services (Medium Complexity)
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex C, Insurance Requirements;
- h) the Offeror's offer dated _____ (Date will be added on Issuance of the Standing Offer),

13. Certifications

13.1 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.

14. 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 the Province of Alberta.

B. RESULTING CONTRACT CLAUSES

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

1. 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

2010C (2014-03-01), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

Section 13 on Overdue Accounts, of 2010C (2014-03-01), General Conditions - Services (Medium Complexity) will not apply to payments made by credit cards.

3. Term of Contract

3.1 Period of the Contract

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

4. Proactive Disclosure of Contracts with Former Public Servants

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

5. Payment

5.1 Basis of Payment

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex B , to a limitation of expenditure of \$(as per the call-up document). Customs duties are included, and Applicable Taxes are extra.

5.2 Limitation of Expenditure

Canada's total liability to the Contractor under the Contract must not exceed \$ 25,000.00 . Customs duties are included, and Goods and Services Tax or Harmonized Sales Tax is extra, *if* applicable.

No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

when it is 75 percent committed, or

four (4) months before the contract expiry date, or

as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

5.3 SACC Manual Clauses

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

SACC Manual clause A9117C (2007-11-30), T1204 - Direct Request by Customer Department

SACC Manual clause C0710C (2007-11-30), Time and Contract Price Verification

SACC Manual clause C0711C (2008-05-12), Time Verification

5.4 Payment by Credit Card

The following credit cards are accepted: _____ and _____.

6. Invoicing Instructions

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.

7. Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex C. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract 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.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a 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 Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

8. SACC Manual Clauses

SACC Manual clause A9006C (2012-07-16), Defence Contract

SACC Manual clause A9039C (2008-05-12), Salvage

SACC Manual clause A9062C (2011-05-16), Canadian Forces Site Regulations

SACC Manual clause M3800C (2006-08-15), Estimates

ANNEX "A"

STATEMENT OF WORK

RECOVERY SERVICES

BACKGROUND

A requirement exists for the provision of all labour, equipment, and materials to perform the effective recovery and transportation services on an "as and when" required basis throughout Alberta utilizing appropriate equipment to cover all vehicle types, makes and models. The Contractor will be required to perform light, medium and heavy recovery under all weather conditions for Edmonton Garrison, ASU Calgary (41 Brigade) and CFB Suffield including some off-road support of operations at Canadian Forces Base Suffield.

REQUIREMENT

Base Maintenance at Edmonton Garrison, ASU Calgary (41 Brigade) and CFB Suffield retains, maintains and coordinates maintenance on all DND owned vehicles within Alberta used in support of training, grounds maintenance or the general transportation of goods, services, or personnel. Vehicles range from small civilian pattern sedans to buses, trucks, light and heavy duty equipment. Base Maintenance coordinates the recovery of vehicles both civilian and military pattern as necessary to the nearest Military base, as well as using the services to be provided to transfer vehicles from various location on the Base to various maintenance contractor facilities in the Medicine Hat, Edmonton, and Calgary areas as determined by the Technical Authority at the time of call up.

Examples of but are not limited to the following vehicle types and sizes:

- Highway cruisers (up to 40 passengers)
- School Buses
- Highway tractor trailers
- Passenger and cargo vans
- Passenger cars and trucks
- Various military pattern vehicles (Light Utility Vehicle Wheeled (LUVW), Light Support Vehicle Wheeled (LSVW), Medium Logistic Vehicle Wheeled (MLVW), etc
- Armoured Vehicles up to 18 tonnes (Light Armoured Vehicle (LAV), Bison, Coyote)
- Forklifts & other Material Handling Equipment
- Construction Equipment i.e. Grader, Dozer, Front End Loader, Landfill Compactor etc.

In Edmonton and Calgary, the offeror must be able to provide 24 hour, 7 day a week service. Routine service call outs must be actioned within 24 hours of call up. All emergency call out services must be actioned within two hours from call up unless alternative, mutually agreeable time frame is reached.

In Suffield, though most recovery or transfers are comparatively routine with normal response times expected, as a training area and active range, it may be necessary at times (approximately 1%) to perform recovery in relatively rugged terrain and in a small window for recovery action.

TASKS

Each tasking or assignment will be detailed and the locations for recovery provided by the appropriate TA at the time of call up. The TA will provide sufficient notification as the normal course of business prior to a requirement. In the case of CFB Suffield, the TA will provide the contractor with an escort into the range area of Suffield where one is necessary to guide the contractor to the recovery site.

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- The contractor must provide all labour, equipment and materials to perform effective recovery and transportation services, on an "as and when" required basis using appropriate equipment (e.g. flat deck, low bed, suspended TOW or other type of suitable equipment based on the requirement)
 - The contractor must perform all recoveries or transfers in compliance with all Provincial and Federal Regulations in accordance with industry standards utilizing practices associated with the safe operation and preservations of the asset being recovered or transferred (e.g. removal of Drive Shafts, axles, etc)
 - For routine call ups the contractor must respond within 24 hour of the call up and complete the work within 48 hours from the time of the call up unless otherwise specified or agreed to by the TA.
 - Where urgency requires an immediate response, the contractor must respond to the call up within 4 hours and complete the requirement not more than 8 hours from the time the call up is initiated, this is situational dependant and will be discussed at the time of the call up.
 - The contractor must, unless otherwise specified by the TA, recover to the Base Maintenance Section from any location within the Areas of Responsibility (AORs) for Calgary and Edmonton and within Suffield including training areas or local geographical areas of which will be identified at the time of the call up.
 - The contract must transport various types of vehicles between the AORs and various local service providers as specified by the TA
 - The contractor must be able to respond within the time established in para 1.5.3 and para 1.5.4 to recover or transfer assets to or from Base Maintenance and other locations within the Province of Alberta. Each instance of which will be identified by the Technical Authority at the time of the call up.
 - All contractor personnel requiring range access to CFB Suffield must attend an annual range safety briefing conducted by Range Control personnel before access can be granted to perform a recovery or transfer.
 - In CFB Suffield, all contractor personnel must attend a one-time Base Safety Orientation brief conducted by the Base General Safety Officer (contact 403-544-4034 for arrangements) prior to commencing work at CFB Suffield.
 - The contractor will be accountable for any damages incurred to any departmental assets during recovery or transportation services outside of what is deemed to be acceptable, situation dependant on type of recovery/transport being performed.

ANNEX "B"**BASIS OF PAYMENT**

Prices are firm for the periods as outlined below

Prices offered are in Canadian dollars

Prices offered are all inclusive and are to include fuel costs.

GST is not included in the unit prices but will be added as a separate item, if applicable, to any invoice issued against the Standing Offer.

Within the BOP, there are 3 areas, which are broken out by geographical zones.

1. Within a 300 km radius of Suffield
2. Within a 150 km radius of Edmonton
3. Within a 150 km radius of Calgary

CFB SUFFIELD - Within a 300 km radius of Suffield

YEAR 1

Item	Description	Unit	Estimated Usage	Unit Price	Extended Price
1	Labour Direct or Productive for personnel used exclusively in Recovery/Transportation Services				
A	Regular working Hours (Monday - Friday, 08:00 - 17:00)				
i	Operator	Per Hour	200 Hours	/hr	
ii	Helper / Apprentice	Per Hour	200 Hours	/hr	
B	Outside Regular Working Hours (Monday - Friday, Weekends & Statutory Holidays)				
i	Operator	Per Hour	100 Hours	/hr	
ii	Helper / Apprentice	Per Hour	100 Hours	/hr	
	Price per Unit:				
2	3 Ton Deck Truck	Per Hour	50 Hours	/hr	
3	10 Ton Deck Truck	Per Hour	10 Hours	/hr	
4	40 Ton Tandem Wrecker	Per Hour	5 Hours	/hr	
5	50 Ton Tandem Wrecker	Per Hour	5 Hours	/hr	
6	Fender Pull	Per Hour	10 Hours	/hr	
7	12 Volt Boost	Per Hour	10 Hours	/hr	
8	Unlock Vehicle	Per Hour	10 Hours	/hr	
9	Light commercial ie. Cars and light trucks	Per Hour	50 Hours	/hr	
10	Medium duty trucks	Per Hour	12 Hours	/hr	
11	Hvy duty trucks	Per Hour	10 Hours	/hr	
12	Construction equipment i.e. FEL, Grader, Backhoe, Forklift, Etc	Per Hour	15 Hours	/hr	
13	Miscellaneous towing and related services such as wait times for charging batteries or towing blocked	N/A	\$2,000.00	\$2,000 - (\$2,000 x _____%)	

vehicles, will be charged in accordance with the Offeror's rate, less a discount of ____%				
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YEAR 2

Item	Description	Unit	Estimated Usage	Unit Price	Extended Price
1	Labour Direct or Productive for personnel used exclusively in Recovery/Transportation Services				
A	Regular working Hours (Monday - Friday, 08:00 - 17:00)				
i	Operator	Per Hour	200 Hours	/hr	
ii	Helper / Apretice	Per Hour	200 Hours	/hr	
B	Outside Regular Working Hours (Monday - Friday, Weekends & Statutory Holidays)				
i	Operator	Per Hour	100 Hours	/hr	
ii	Helper / Apretice	Per Hour	100 Hours	/hr	
	Price per Unit:				
2	3 Ton Deck Truck	Per Hour	50 Hours	/hr	
3	10 Ton Deck Truck	Per Hour	10 Hours	/hr	
4	40 Ton Tandem Wrecker	Per Hour	5 Hours	/hr	
5	50 Ton Tandem Wrecker	Per Hour	5 Hours	/hr	
6	Fender Pull	Per Hour	10 Hours	/hr	
7	12 Volt Boost	Per Hour	10 Hours	/hr	
8	Unlock Vehicle	Per Hour	10 Hours	/hr	
9	Light commercial ie. Cars and light trucks	Per Hour	50 Hours		
10	Medium duty trucks	Per Hour	12 Hours	/hr	
11	Hy duty trucks	Per Hour	10 Hours	/hr	
12	Construction equipment i.e. FEL, Grader, Backhoe, Forklift, Etc	Per Hour	15 Hours	/hr	
13	Miscellaneous towing and related services such as wait times for charging batteries or towing blocked vehicles, will be charged in accordance with the Offeror's rate, less a discount of ____%	N/A	\$2,000.00	\$2,000 - (\$2,000 x ____%)	

YEAR 3

Item	Description	Unit	Estimated Usage	Unit Price	Extended Price
1	Labour Direct or Productive for personnel used exclusively in Recovery/Transportation Services				
A	Regular working Hours (Monday - Friday, 08:00 - 17:00)				

Solicitation No. - N° de l'invitation
EW479-140968/C

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
edm014

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

File No. - N° du dossier
EDM-3-36150

CCC No./N° CCC - FMS No/ N° VME

i	Operator	Per Hour	200 Hours	/hr	
ii	Helper / Apretice	Per Hour	200 Hours	/hr	
B	Outside Regular Working Hours (Monday - Friday, Weekends & Statutory Holidays)				
i	Operator	Per Hour	100 Hours	/hr	
ii	Helper / Apretice	Per Hour	100 Hours	/hr	
	Price per Unit:				
2	3 Ton Deck Truck	Per Hour	50 Hours	/hr	
3	10 Ton Deck Truck	Per Hour	10 Hours	/hr	
4	40 Ton Tandem Wrecker	Per Hour	5 Hours	/hr	
5	50 Ton Tandem Wrecker	Per Hour	5 Hours	/hr	
6	Fender Pull	Per Hour	10 Hours	/hr	
7	12 Volt Boost	Per Hour	10 Hours	/hr	
8	Unlock Vehicle	Per Hour	10 Hours	/hr	
9	Light commercial ie. Cars and light trucks	Per Hour	50 Hours	/hr	
10	Medium duty trucks	Per Hour	12 Hours	/hr	
11	Hy duty trucks	Per Hour	10 Hours	/hr	
12	Construction equipment i.e. FEL, Grader, Backhoe, Forklift, Etc	Per Hour	15 Hours	/hr	
13	Miscellaneous towing and related services such as wait times for charging batteries or towing blocked vehicles, will be charged in accordance with the Offeror's rate, less a discount of ____%	N/A	\$2,000.00	\$2,000 - (\$2,000 x ____%)	

CFB Edmonton Within a150 km radius of Edmonton

YEAR 1

Ite m	Description	Unit	Estimated Usage	Unit Price	Extended Price
1	Labour Direct or Productive for personnel used exclusively in Recovery/Transportation Services				
A	Regular working Hours (Monday - Friday, 08:00 - 17:00)				
i	Operator	Per Hour	300 Hours	/hr	
ii	Helper / Apretice	Per Hour	300 Hours	/hr	
B	Outside Regular Working Hours (Monday - Friday, Weekends & Statutory Holidays)				
i	Operator	Per Hour	250 Hours	/hr	
ii	Helper / Apretice	Per Hour	250 Hours	/hr	
	Price per Unit:				
2	1 Ton Wrecker	Per Hour	50 Hours	/hr	
3	3 Ton Wrecker	Per Hour	25 Hours	/hr	
4	3 Ton Deck Truck	Per Hour	50 Hours	/hr	

Solicitation No. - N° de l'invitation
EW479-140968/C

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
edm014

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

File No. - N° du dossier
EDM-3-36150

CCC No./N° CCC - FMS No/ N° VME

5	10 Ton Deck Truck	Per Hour	10 Hours	/hr	
6	40 Ton Tandem Wrecker	Per Hour	15 Hours	/hr	
7	50 Ton Tandem Wrecker	Per Hour	10 Hours	/hr	
8	Fender Pull	Per Hour	15 Hours	/hr	
9	12 Volt Boost	Per Hour	125 Hours	/hr	
10	24 Volt Boost	Per Hour	125 Hours	/hr	
11	Unlock Vehicle	Per Hour	50 Hours	/hr	
12	Light commercial ie. Cars and light trucks	Per Hour	50 Hours	/hr	
13	Medium duty trucks	Per Hour	50 Hours	/hr	
14	Hy duty trucks	Per Hour	25 Hours	/hr	
15	Construction equipment i.e. FEL, Grader, Backhoe, Forklift, Etc	Per Hour	10 Hours	/hr	
16	Miscellaneous towing and related services such as wait times for charging batteries or towing blocked vehicles, will be charged in accordance with the Offeror's rate, less a discount of ____%	N/A	\$15,000.00	\$15,000 - (\$15,000 x ____%)	

YEAR 2

Item	Description	Unit	Estimated Usage	Unit Price	Extended Price
1	Labour Direct or Productive for personnel used exclusively in Recovery/Transportation Services				
A	Regular working Hours (Monday - Friday, 08:00 - 17:00)				
i	Operator	Per Hour	300 Hours	/hr	
ii	Helper / Apretice	Per Hour	300 Hours	/hr	
B	Outside Regular Working Hours (Monday - Friday, Weekends & Statutory Holidays)				
i	Operator	Per Hour	250 Hours	/hr	
ii	Helper / Apretice	Per Hour	250 Hours	/hr	
	Price per Unit:				
2	1 Ton Wrecker	Per Hour	50 Hours	/hr	
3	3 Ton Wrecker	Per Hour	25 Hours	/hr	
4	3 Ton Deck Truck	Per Hour	50 Hours	/hr	
5	10 Ton Deck Truck	Per Hour	10 Hours	/hr	
6	40 Ton Tandem Wrecker	Per Hour	15 Hours	/hr	
7	50 Ton Tandem Wrecker	Per Hour	10 Hours	/hr	
8	Fender Pull	Per Hour	15 Hours	/hr	
9	12 Volt Boost	Per Hour	125 Hours	/hr	
10	24 Volt Boost	Per Hour	125 Hours	/hr	
11	Unlock Vehicle	Per Hour	50 Hours	/hr	
12	Light commercial ie. Cars and light trucks	Per Hour	50 Hours	/hr	
13	Medium duty trucks	Per Hour	50 Hours	/hr	

14	Hy duty trucks	Per Hour	25 Hours	/hr	
15	Construction equipment i.e. FEL, Grader, Backhoe, Forklift, Etc	Per Hour	10 Hours	/hr	
16	Miscellaneous towing and related services such as wait times for charging batteries or towing blocked vehicles, will be charged in accordance with the Offeror's rate, less a discount of ____%	N/A	\$15,000.00	\$15,000 - (\$15,000 x ____%)	

YEAR 3

Item	Description	Unit	Estimated Usage	Unit Price	Extended Price
1	Labour Direct or Productive for personnel used exclusively in Recovery/Transportation Services				
A	Regular working Hours (Monday - Friday, 08:00 - 17:00)				
i	Operator	Per Hour	300 Hours	/hr	
ii	Helper / Apretice	Per Hour	300 Hours	/hr	
B	Outside Regular Working Hours (Monday - Friday, Weekends & Statutory Holidays)	*			
i	Operator	Per Hour	250 Hours	/hr	
ii	Helper / Apretice	Per Hour	250 Hours	/hr	
	Price per Unit:				
2	1 Ton Wrecker	Per Hour	50 Hours	/hr	
3	3 Ton Wrecker	Per Hour	25 Hours	/hr	
4	3 Ton Deck Truck	Per Hour	50 Hours	/hr	
5	10 Ton Deck Truck	Per Hour	10 Hours	/hr	
6	40 Ton Tandem Wrecker	Per Hour	15 Hours	/hr	
7	50 Ton Tandem Wrecker	Per Hour	10 Hours	/hr	
8	Fender Pull	Per Hour	15 Hours	/hr	
9	12 Volt Boost	Per Hour	125 Hours	/hr	
10	24 Volt Boost	Per Hour	125 Hours	/hr	
11	Unlock Vehicle	Per Hour	50 Hours	/hr	
12	Light commercial ie. Cars and light trucks	Per Hour	50 Hours	/hr	
13	Medium duty trucks	Per Hour	50 Hours	/hr	
14	Hy duty trucks	Per Hour	25 Hours	/hr	
15	Construction equipment i.e. FEL, Grader, Backhoe, Forklift, Etc	Per Hour	10 Hours	/hr	
16	Miscellaneous towing and related services such as wait times for charging batteries or towing blocked vehicles, will be charged in accordance with the Offeror's rate, less a discount of ____%	N/A	\$15,000.00	\$15,000 - (\$15,000 x ____%)	

CFB Calgary Within a 150 km radius of Edmonton

YEAR 1

Item	Description	Unit	Estimated Usage	Unit Price	Extended Price
1	Labour Direct or Productive for personnel used exclusively in Recovery/Transportation Services				
A	Regular working Hours (Monday - Friday, 08:00 - 17:00)				
i	Operator	Per Hour	200 Hours	/hr	
ii	Helper / Apretice	Per Hour	200 Hours	/hr	
B	Outside Regular Working Hours (Monday - Friday, Weekends & Statutory Holidays)				
i	Operator	Per Hour	200 Hours	/hr	
ii	Helper / Apretice	Per Hour	200 Hours	/hr	
	Price per Unit:				
2	3 Ton Deck Truck	Per Hour	40 Hours	/hr	
3	10 Ton Deck Truck	Per Hour	20 Hours	/hr	
4	40 Ton Tandem Wrecker	Per Hour	40 Hours	/hr	
5	Fender Pull	Per Hour	20 Hours	/hr	
6	Light commercial ie. Cars and light trucks	Per Hour	20 Hours	/hr	
7	Medium duty trucks	Per Hour	40 Hours	/hr	
8	Hy duty trucks	Per Hour	20 Hours	/hr	
9	Construction equipment i.e. FEL, Grader, Backhoe, Forklift, Etc	Per Hour	5 Hours	/hr	
10	Miscellaneous towing and related services such as wait times for charging batteries or towing blocked vehicles, will be charged in accordance with the Offeror's rate, less a discount of ____%	n/a	\$1,000.00	\$1,000 - (\$1,000 x ____%)	

YEAR 2

Item	Description	Unit	Estimated Usage	Unit Price	Extended Price
1	Labour Direct or Productive for personnel used exclusively in Recovery/Transportation Services				
A	Regular working Hours (Monday - Friday, 08:00 - 17:00)				
i	Operator	Per Hour	200 Hours	/hr	
ii	Helper / Apretice	Per Hour	200 Hours	/hr	
B	Outside Regular Working Hours (Monday - Friday, Weekends & Statutory Holidays)				

Solicitation No. - N° de l'invitation
EW479-140968/C

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
edm014

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

File No. - N° du dossier
EDM-3-36150

CCC No./N° CCC - FMS No/ N° VME

i	Operator	Per Hour	200 Hours	/hr	
ii	Helper / Aprentice	Per Hour	200 Hours	/hr	
	Price per Unit:				
2	3 Ton Deck Truck	Per Hour	40 Hours	/hr	
3	10 Ton Deck Truck	Per Hour	20 Hours	/hr	
4	40 Ton Tandem Wrecker	Per Hour	40 Hours	/hr	
5	Fender Pull	Per Hour	20 Hours	/hr	
6	Light commercial ie. Cars and light trucks	Per Hour	20 Hours	/hr	
7	Medium duty trucks	Per Hour	40 Hours	/hr	
8	Hy duty trucks	Per Hour	20 Hours	/hr	
9	Construction equipment i.e. FEL, Grader, Backhoe, Forklift, Etc	Per Hour	5 Hours	/hr	
10	Miscellaneous towing and related services such as wait times for charging batteries or towing blocked vehicles, will be charged in accordance with the Offeror's rate, less a discount of ____%	n/a	\$1,000.00	\$1,000 - (\$1,000 x ____%)	

YEAR 3

Item	Description	Unit	Estimated Usage	Unit Price	Extended Price
1	Labour Direct or Productive for personnel used exclusively in Recovery/Transportation Services				
A	Regular working Hours (Monday - Friday, 08:00 - 17:00)				
i	Operator	Per Hour	200 Hours	/hr	
ii	Helper / Aprentice	Per Hour	200 Hours	/hr	
B	Outside Regular Working Hours (Monday - Friday, Weekends & Statutory Holidays)				
i	Operator	Per Hour	200 Hours	/hr	
ii	Helper / Aprentice	Per Hour	200 Hours	/hr	
	Price per Unit:				
2	3 Ton Deck Truck	Per Hour	40 Hours	/hr	
3	10 Ton Deck Truck	Per Hour	20 Hours	/hr	
4	40 Ton Tandem Wrecker	Per Hour	40 Hours	/hr	
5	Fender Pull	Per Hour	20 Hours	/hr	
6	Light commercial ie. Cars and light trucks	Per Hour	20 Hours	/hr	
7	Medium duty trucks	Per Hour	40 Hours	/hr	
8	Hvy duty trucks	Per Hour	20 Hours	/hr	
9	Construction equipment i.e. FEL, Grader, Backhoe, Forklift, Etc	Per Hour	5 Hours	/hr	
10	Miscellaneous towing and related services such as wait times for charging batteries or towing blocked	n/a	\$1,000.00	\$1,000 - (\$1,000 x ____%)	

Solicitation No. - N° de l'invitation

EW479-140968/C

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur

edm014

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

PWGSC

EDM-3-36150

CCC No./N° CCC - FMS No/ N° VME

vehicles, will be charged in accordance with the Offeror's rate, less a discount of ____%				
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ANNEX "C"

INSURANCE REQUIREMENTS

Commercial General Liability Insurance

1. 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 per accident or occurrence and in the annual aggregate.

2. The Commercial General Liability policy must include the following:

A. 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: Canada, as represented by Public Works and Government Services Canada.

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

C. 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.

D. 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.

E. Cross Liability/Separation of Insureds: 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.

F. 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.

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

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

I. 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.

J. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

K. 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.

L. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

M. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

N .All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.

O. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

Automobile Liability Insurance

1.The Contractor must obtain Automobile 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 per accident or occurrence.

2.The policy must include the following:

- a.Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
- b.Accident Benefits - all jurisdictional statutes
- c.Uninsured Motorist Protection

Solicitation No. - N° de l'invitation

EW479-140968/C

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

edm014

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

PWGSC

File No. - N° du dossier

EDM-3-36150

CCC No./N° CCC - FMS No/ N° VME

d. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

e. OPCF/SEF/QEF #3 - Drive Government Automobiles Endorsement

All Risk In Transit Insurance

1. The Contractor must obtain on the Government's Property, and maintain in force throughout the duration of the Contract, All Risk Property in Transit insurance coverage for all applicable conveyances while under its care, custody or control, in an amount of not less than \$250,000.00 per shipment. Government Property must be insured on "Agreed Value (Appraisal)" basis.

2. Administration of Claims: The Contractor must notify Canada promptly about any losses or damages to Government Property and monitor, investigate and document losses of or damage to ensure that claims are properly made and paid.

3. The All Risk Property in Transit insurance must include the following:

A. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority at least thirty (30) days written notice of any policy cancellation.

B. Loss Payee: Canada as its interest appears or as it may direct.

C. Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by Department of National Defence and Public Works and Government Services Canada for any and all loss of or damage to the property however caused.