

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

## SOLICITATION AMENDMENT MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise  
indicated, all other terms and conditions of the Solicitation  
remain the same.

Ce document est par la présente révisé; sauf indication contraire,  
les modalités de l'invitation demeurent les mêmes.

### Comments - Commentaires

Vendor/Firm Name and Address  
Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**  
Public Works and Government Services  
Canada/Réception des soumissions Travaux publics et  
Services gouvernementaux Canada  
#910, 410 - 22nd Street East  
Saskatoon  
Sask.  
S7K 5T6

<b>Title - Sujet</b> Snowbirds Flight Clothing	
<b>Solicitation No. - N° de l'invitation</b> W2604-14DZ11/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> W2604-14DZ11	<b>Date</b> 2014-06-26
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$STN-201-4696	
<b>File No. - N° de dossier</b> STN-4-37009 (201)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-07-30</b>	<b>Time Zone</b> Fuseau horaire Central Standard Time CST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Marsland, Rina	<b>Buyer Id - Id de l'acheteur</b> stn201
<b>Telephone No. - N° de téléphone</b> (306) 975-4359 ( )	<b>FAX No. - N° de FAX</b> (306) 975-5397
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Department of National Defence 15 Wing Supply CFB Moose Jaw P.O. Box 5000, Stn Main Moose Jaw, SK S6H 7Z8	

Instructions: See Herein

Instructions: Voir aux présentes

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

Solicitation No. - N° de l'invitation

W2604-14DZ11/A

Amd. No. - N° de la modif.

001

Buyer ID - Id de l'acheteur

stn201

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

W2604-14DZ11

File No. - N° du dossier

STN-4-37009

CCC No./N° CCC - FMS No/ N° VME

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This amendment is issued to add the solicitation document.

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W2604-14DZ11

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## **SNOWBIRD FLIGHT SUITS**

### **PART 1 - GENERAL INFORMATION**

#### **1. Introduction**

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

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

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

#### **2. Summary**

The Department of National Defence, henceforth called DND, 15 Wing Moose Jaw, Moose Jaw, SK, has a requirement for the manufacture of flight suits and travel bags for the Snowbird Team at 431 Air Demonstration Squadron, in accordance with the specifications detailed herein. The estimated annual level of effort is approximately 45 red suits, 40 blue suits, and 20 sausage bags.

The term of the Standing Offer Agreement will be from November 1, 2014 to October 31, 2016 with two additional option years, November 1, 2016 to October 31, 2017, and November 1, 2017 to October 31, 2018.

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

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

### **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) (<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**

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

### **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:

- a. an individual;
- b. an individual who has incorporated;

- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

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

#### **Former Public Servant in Receipt of a Pension**

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

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

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

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

#### **Work Force 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:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;

- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force 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 fifteen (15) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

#### **5. Applicable Laws**

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

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

### **PART 3 - OFFER PREPARATION INSTRUCTIONS**

#### **1. Offer Preparation Instructions**

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

Section I: Technical Offer (one hard copy)  
Section II: Financial Offer (one hard copy)  
Section III: Certifications (one 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) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, offerors should:

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

#### **Section I: Technical Offer**

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

#### **Section II: Financial Offer**

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

#### **Payment by Credit Card**

Canada requests that offerors complete one of the following:

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

The following credit card(s) are accepted:

VISA \_\_\_\_\_  
Master Card \_\_\_\_\_

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

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

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

#### **Section III: Certifications**

Offerors must submit the certifications required under Part 5.

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **1. Evaluation Procedures**

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

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

#### **1.1 Financial Evaluation**

##### **1.1.1 M0222T (2013-04-05) Evaluation of Price**

### **2. Basis of Selection**

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

#### **The lowest evaluated price will be established using the following calculation:**

Year One total + Year Two total + Option Year One total + Option Year Two total = X

X = Evaluated Price for Four Years

Winning bid will be the supplier with the lowest evaluated price for all four years as calculated above.

## **PART 5 - CERTIFICATIONS**

Offerors must provide the required certifications and associated information 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 in carrying out any of its obligations under any resulting contracts, if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly 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 and to cooperate with any request or requirement imposed by the Standing Offer Authority may render the Offer non-responsive, may result in the setting aside of the Standing Offer or constitute a default under the Contract.

### **1. 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](http://www.labour.stn201gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list ([http://www.labour.stn201gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](http://www.labour.stn201gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from [Employment and Social Development Canada-Labour's](http://www.labour.stn201gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) 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](http://www.labour.stn201gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

## **2. Additional Certifications Required Precedent to Issuance of a Standing Offer**

The certifications listed below should be completed and submitted with the offer, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to provide the information. Failure to comply with the request of the Standing Offer Authority and to provide the certifications within the time frame provided will render the offer non-responsive.

### **2.1 Origin of Work**

For each line item, bidders must identify the name(s) of the country or countries where the apparel goods are cut (or knit to shape) and sewn, regardless of whether the work is to be performed by the Bidder or one of its subcontractor(s).

The following information must be provided for each location where any of the goods are cut (or knit to shape) or sewn:

Line Item number \_\_\_\_\_

Country: \_\_\_\_\_

(Bidders must add additional lines if there is more than one manufacturer or one country per line item.)

Bidders must immediately inform Canada in writing of any and all changes affecting the information provided under this clause during the entire bid validity period.

## **PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

### **A. STANDING OFFER**

#### **1. Offer**

**1.1** The Offeror offers to perform the Work 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) (<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 "C". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31;

4th quarter: January 1 to March 31.

The data must be submitted to the Standing Offer Authority no later than fifteen (15) 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 November 1, 2014 to October 31, 2016.

#### **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 two additional one year periods, from November 1, 2016 to October 31, 2017 and November 1, 2017 to October 31, 2018 under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

## **5. Authorities**

### **5.1 Standing Offer Authority**

The Standing Offer Authority is:

Rina Marsland  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
910 – 410 22<sup>nd</sup> St E  
Saskatoon, SK S7K 5T6

Telephone: 306-975-4359

Facsimile: 306-975-5379

E-mail address: [rina.marsland@pwgsc.tpsgc.gc.ca](mailto:rina.marsland@pwgsc.tpsgc.gc.ca)

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

### **5.2 Project Authority**

The Project Authority for the Standing Offer is:

- **to be determined**

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

### **5.3 Offeror's Representative**

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

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

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:

- **to be determined**

## **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 electric document.

## **9. Limitation of Call-ups**

Individual call-ups against the Standing Offer must not exceed \$20,000.00 (Applicable Taxes included).

## **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 (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) the Offeror's offer dated \_\_\_\_\_

## **11. Certifications**

### **11.1 Compliance**

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing associated information are conditions of issuance of the Standing Offer (SO). Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO. If the Offeror does not comply with any certification, fails to provide the associated information, 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.

## **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 Saskatchewan.

## **13. Origin of Work - Disclosure of Information**

- 1. For each line item, the Contractor must specify the name(s) of all countries where the apparel goods are cut (or knit to shape) or sewn, regardless of whether the work is to be performed by the Contractor or one of its subcontractor(s).
- 2. The Contractor agrees that Canada may publicly disclose the information provided with respect the countries of origin.
- 3. The Contractor must immediately inform Canada in writing of any and all changes affecting the information provided under this clause during the entire contract period.

## **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, Interest 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**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices as specified in Annex B for a cost of **\$ to be determined**. 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 Contracting Authority before their incorporation into the Work.

#### **5.2 Limitation of Expenditure**

1. Canada's total liability to the Contractor under the Contract must not exceed **\$ to be determined**. Customs duties are included and Applicable Taxes are extra.
2. 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:

- a. when it is 75 percent committed, or
- b. four (4) months before the contract expiry date, or
- c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

3. 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 Payments**

SACC Manual clause H1001C (2008-05-12) Multiple Payments

### **5.4 SACC Manual Clauses**

A9117C (2007-11-30), T1204 - Direct Request by Customer Department  
C2000C (2007-11-30), Taxes – Foreign-based Contractor

### **5.5 Payment by Credit Card**

- **To be determined**

## **6. Invoicing Instructions**

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

## **7. Insurance**

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

## **8. SACC Manual Clauses**

B7500C (2006-06-16), Excess Goods  
B7003C (2013-04-25), Clothing – Government-supplied Material  
A9068C (2010-01-11), Government Site Regulations



## **ANNEX "A"**

### **STATEMENT OF WORK**

The Department of National Defence, henceforth called DND, 15 Wing Moose Jaw, Moose Jaw, SK, has a requirement for the manufacture of flight suits and travel bags (referred to as "sausage bags" due to their unique shape) for the Snowbird Team at 431 Air Demonstration Squadron, in accordance with the specifications detailed herein. The annual level of effort is expected to be approximately 45 red suits, 40 blue suits, and 20 sausage bags.

#### **1. General Requirements**

- a. Snowbird flight suits: red suits and blue suits, tailored to each individual's measurements, including embroidery (Annex A); and
- b. Snowbird sausage bags: red, blue, and white canvas including silk screening (Annex B).

#### **2. Scope of Work**

- a. DND will provide red and blue NOMEX IIIa flight suit material, Squadron badges, Squadron patches, Canadian Flags, flight suit zippers, Nomex Velcro, and Officer rank braiding. All other material will be supplied by contractor;
- b. All flight suits shall be long sleeved;
- c. All flight suits shall be made of NOMEX IIIa material (provided by DND);
- d. All embroidery and stitching to construct the suits shall be made of NOMEX thread; (provided by contractor)
- e. Pelon backing (provided by contractor) will be used on back of button hole (blue suits only) to provide stability, and the embroidery locations on front of all flight suits.
- f. All Velcro shall be of NOMEX (provided by DND);
- g. All flight suits (red and blue) shall have:
  - i. round collars – tapered from the zipper in the front of the flight suit to a maximum width of 4.5 inches at the back of the suit. As per Annex A, photos 1 and 8;
  - ii. two-way front zipper – running from the collar to the crotch of the suit – 25 inches in length, as per Annex A, photo 2;
  - iii. two horizontally zippered chest pockets, located 1 inch from two-way front zipper and 8 inches down from collar, measured at centre, rising to 6.5 inches at outer edge (referenced from centre, down from collar) – 7.5 inch long zipper (dependent on size of individuals chest measurements, zipper may be required to be shorter) bottom of pocket to extend to belt (belt will form bottom portion of chest pocket), as per Annex A, photos 3, 4 and 8;

- iv. zippered upper left arm pocket – 6.5 inches wide and 7 inches long with a vertical zipper on the pocket front (front of the arm). Arm pocket is to be centred with top of shoulder and located 3.5 inches from shoulder seam. On the arm pocket shall be a smaller pocket located 0.5 inches from the top of the arm pocket and centred. Smaller pocket dimensions are 3 inches wide by 6 inches long, and will have a flap cover (3 inches wide and 2.5 inches long) that is closed via NOMEX Velcro, small pocket is to be divided in half to allow space for pen/pencil, as per Annex A, photo 5;
- v. NOMEX Velcro tabs on bottom of sleeve cuffs – the cuff tabs shall be 2 inches long x 1.5 inches wide and tapered with the hook portion of NOMEX Velcro sewn on back side of cuff tab and the loop portion of NOMEX Velcro, 4 inches long by 1 inch wide, to be sewn on the sleeve cuff to allow adjustment of the sleeve cuff, as per Annex A, photo 6;
- vi. shoulder epaulettes (an ornamental shoulder piece worn on the shoulder of a garment) – shall be 2.5 inches wide by 6 inches long tapering to a point at one end and sewn into shoulder/arm seam at the other. The epaulette shall be sewn down atop of a shoulder patch centred on shoulder. Shoulder patch shall be 4.75 inches by 6.5 inches centered on shoulder with shorter portion toward neck and longer portion toward shoulder. Epaulette point will be in line with top of shoulder patch, as per Annex A, photo 7;
- vii. full belt front and back made from NOMEX IIIa sewn into suit– width 2 1/8 inches. Belt tab's located at sides pointing towards the back with hook portion of NOMEX Velcro sewn on back side of belt tab. Belt tabs are 4.5 inches long x 1.5 inches wide at the widest. Loop portion of NOMEX Velcro, 4.5 inches long by 1 inch wide, to be sewn on side/back portion of belt to allow belt tabs to adjust waist fit, as per Annex A, photos 8 and 9;
- viii. rescue tool pocket – on inner left thigh just below crotch with opening flap secured with NOMEX Velcro. Sewn on pocket length is 7.5 inches long and 2.5 inches wide to accommodate length of rescue tool. A 3.5 inch long by 0.25 inch wide black elastic band shall be sewn, in a loop fashion, into the top right hand corner of the pocket, as per Annex A, photo 10;
- ix. pockets on each outside leg at bottom of the leg – width to be 9.5 inches at the top and tapered. The pocket must be at least 12.5 inches deep to accommodate wedge cap. A horizontal zipper, 7.5 inches long, shall be at the top of the pocket. On each pocket shall be a smaller pocket located 2.5 inches from the top of the leg pocket and centred. Smaller pocket dimensions are 3 inches wide by 6 inches long, and will have a flap cover (3 inches wide and 2.5 inches long) that is closed via NOMEX Velcro. The right leg smaller pocket shall be divided in half to allow space for pen/pencil, as per Annex A, photo 11
- x. pleat running from waist to bottom of leg at centre of each leg (front only), as per Annex A, photo 12;

- xi. elastic band (black or white in colour)– shall be placed in the mid-back on the inside of the flight suit 5.5 inches from the top of the belt and be 0.75 inches wide x 12 inches long (approx. length, dependent on individuals measurements), as per Annex A, photo 13;
- xii. pleat at back from each shoulder tapered to waist with 1 inch overlap of material along length of pleat, as per Annex A, photo 14;
- xiii. Canada flag (provided by DND) – shall be placed on the upper left arm, centred 1.5 inches below shoulder/arm seam, as per Annex A, photo 7;
- xiv. Squadron patch (provided by DND) – to be sewn onto the left chest pocket, with left outer edge of patch 2.5 inches from two way front zipper and top outer edge of patch 1 inch from pocket zipper, as per Annex A, photo 15;
- xv. Snowbird patch (provided by DND) – to be sewn onto the upper right arm, centred 1.5 inches below shoulder/arm seam, as per Annex A, photo 16;
- xvi. "CANADA" shall be embroidered in gold NOMEX thread on each upper arm 0.5 inches below shoulder/arm seam in a curved direction. Text will be 9mm, Helvetica script (block letters), as per Annex A, photos 7 and 16;
- xvii. Squadron Officers:
  - a. flight suit material shall consist of red NOMEX IIIa and rank insignia shall be gold braid (provided by DND) sewn into bottom of epaulette, as per Annex A, photos 7 and 16;
  - b. pilots shall have pilot wings (provided by DND) sewn onto the left chest, with the left outer edge of the wings located 1.75 inches from the two-way centre zipper and the bottom outer edge of the wings located 3.25 inches from pocket zipper, as per Annex A, photos 2, 3, 4, 8 and 17 ;
  - c. show team pilots shall have their name embroider on the right chest in 16mm, Diane script with their position number to the left of their name in 38mm, Diane script NOMEX thread. Names shall be two lines of text approx. 2 inches from the top centre of the right chest pocket and 1.75 inches from the two way centre zipper, as per Annex A, photos 4 and 8;
  - d. all other officers shall have their Squadron position embroidered on the left chest in 14mm, Diane script and have their name embroider on the right chest in 16mm, Diane script NOMEX thread. Names shall be two lines of text approx. 2 inches from the top centre of the right chest pocket and 1.75 inches from the two way centre zipper, as per Annex A, photo 17. Embroidering of position shall consist of one or two lines of text located approx. 2 inches from the top centre of the left chest pocket and 1.75 inches from the two way centre zipper, as per Annex A, photos 15 and 17.

xviii. Squadron NCMs:

- a. flight suit material shall consist of blue NOMEX IIIa and rank insignia (Private to Chief Warrant Officer) shall be embroidered in gold NOMEX thread (provided by contractor) on bottom of epaulette, as per Annex A, photos 18, 19, and 20;
- b. All NCMs shall have their Squadron position, or trade embroidered on the left chest in 14mm, Diane script and have their name embroider on the right chest in 16mm, Diane script NOMEX thread. Names shall be two lines of text approx. 2 inches from the top centre of the right chest pocket and 1.75 inches from the two way centre zipper, as per Annex A, photo 18. Embroidering of position/trade shall consist of one or two lines of text located approx. 2 inches from the top centre of the left chest pocket and 1.75 inches from the two way centre zipper, as per Annex A, photo 18

xviii. NCM blue flight suits, when indicated, shall have button holes sewn in the fabric behind the left sleeve pocket, as described below:

1. button hole sewn in – length of hole shall be 1 1/8 inches;
2. location shall be 1 ¼ inches from the top of the pocket and 1 inch from the left side of the pocket;
3. NOMEX thread shall be used for the edge of the hole; and
4. Pelon backing to be used around the hole for stability (same as that which is used for the name embroidery backing).

xx. Snowbird Sausage Bags

- a. Snowbird sausage bags are to be; cylindrical in shape (approx. 20"L X 10"W X 12"D) made from red, blue, and white canvas. Handles and separate carrying strap to be made from white webbing, and white zipper along top full length, 20 inches long. Work will include silk screening of Snowbird logo on each end and "SNOWBIRDS" on each side. Refer to photos in Annex B.

### 3. Special Conditions

- a. the Project Authority and contractor shall arrange mutually agreed upon times for annual visits to the Squadron, in order to measure all Squadron personal that require flight suits. The visits shall occur between November 1<sup>st</sup> and November 30<sup>th</sup> each year in order to maximise availability of Squadron personnel. Subsequent fittings will be scheduled with Squadron personnel on an as required basis;
- b. the contractor is responsible to make all adjustments for misfit clothing, which is identified on receipt of the flight suit goods;

- c. the contractor is responsible for repairs due to defects in workmanship;
- d. clothing which requires refit, repair, or rank change by the contractor during the show season shall be completed and delivered to 15 Wing Supply within 15 working days of its receipt by the contractor;
- e. all flight suits for the new show team shall be completed by the end of February each calendar year to allow adequate time for adjustments prior to the team's initial deployment in April, unless reasonable circumstances have led to the delay which are outside the contractors control ;
- f. all clothing shall be completed within 30 days after completion of measurements, unless reasonable circumstances have led to the delay which are outside the contractors control;
- g. sausage bag Purchase Orders shall be completed no later than 30 days after Purchase Order date, unless reasonable circumstances have led to a delay which are outside the contractors control;
- h. on request, the contractor may be required to manufacture additional flight suits during the show season;
- i. on request, the contractor may be required to manufacture additional sausage bags during the show season;
- j. estimated quantities are provided *for evaluation purposes only*. Actual quantities may vary from these amounts;
- k. the contractor shall keep a record of measurements made by them and/or provided to them for each flight suit for the term of the Standing Offer Agreement;
- l. the contractor shall guarantee that replacement flight suits will be manufactured to the measurements kept on their record. Further, replacement flight suits shall be delivered to 15 Wing Supply within 4 weeks of receipt of the Purchase Order; and

**ANNEX "B"**

**BASIS OF PAYMENT**

**1. Year One of Standing Offer Agreement,  
November 1, 2014 to October 31, 2015**

Requirement	Estimated Quantity	Price Per Unit	Total Cost
a. Red Flight Suit	45	\$	\$
b. Blue Flight Suit	40	\$	\$
c. Sausage Bag	20	\$	\$
Total for Year One			\$

**2. Year Two of Standing Offer Agreement,  
November 1, 2015 to October 31, 2016**

Requirement	Estimated Quantity	Price Per Unit	Total Cost
a. Red Flight Suit	45	\$	\$
b. Blue Flight Suit	40	\$	\$
c. Sausage Bag	20	\$	\$
Total for Year Two			

**3. Option Year One of Standing Offer Agreement,  
November 1, 2016 to October 31, 2017**

Requirement	Estimated Quantity	Price Per Unit	Total Cost
a. Red Flight Suit	45	\$	\$
b. Blue Flight Suit	40	\$	\$
c. Sausage Bag	20	\$	\$
Total for Option Year One			\$

**4. Option Year Two of Standing Offer Agreement,  
November 1, 2017 to October 31, 2018**

Requirement	Estimated Quantity	Price Per Unit	Total Cost
a. Red Flight Suit	45	\$	\$
b. Blue Flight Suit	40	\$	\$
c. Sausage Bag	20	\$	\$
Total for Option Year Two			\$

Solicitation No. - N° de l'invitation  
W2604-14DZ11/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur  
stn201

Client Ref. No. - N° de réf. du client  
W2604-14DZ11

File No. - N° du dossier  
STN-4-37009

CCC No./N° CCC - FMS No./N° VME

## ANNEX C

### Standing Offer Usage Report

Return to:  
Public Works and Government Services Canada  
Facsimile: (306) 975-5397  
Email: WST-PA-SK@pwgsc-tpsgc.gc.ca

#### Quarterly Usage Report Schedule:

1st quarter: April 1 to June 30;  
2nd quarter: July 1 to September 30;  
3rd quarter: October 1 to December 31;  
4th quarter: January 1 to March 31.

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

SUPPLIER:  
STANDING OFFER NO:  
DEPARTMENT OR AGENCY:

REPORTING PERIOD:

Item No.	Call-Up/contract No. Description	Value of the Call-Up/Contract	GST/HST
(A) Total Dollar Value Call-ups for this reporting period:			
(B) Accumulated Call-Up totals to date:			
(A+B) Total Accumulated Call-Ups:			

**NIL REPORT:** We have not done any business with the federal government for this period [ ]

PREPARED BY:

NAME:  
TELEPHONE NO.:

SIGNATURE:

DATE

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Amd. No. - N° de la modif.

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## APPENDIX A

**Photo 1**



**Photo 2**





**Photo 3**



**Photo 4**



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**Photo 5**



**Photo 6**





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**Photo 7**



Solicitation No. - N° de l'invitation  
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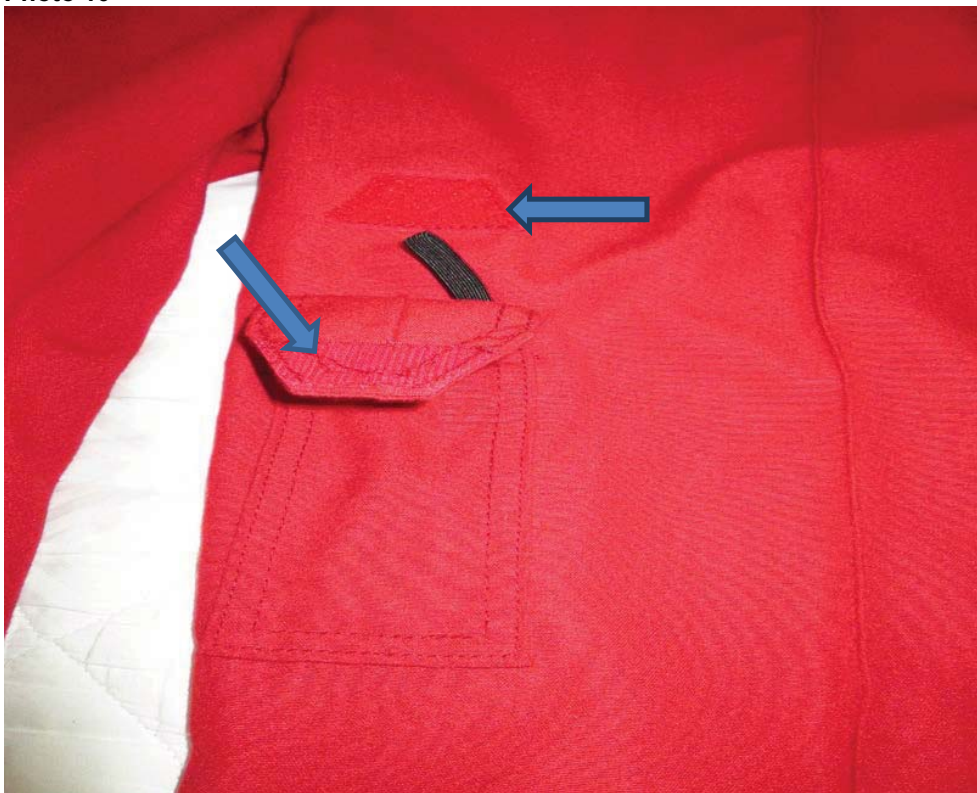
**Photo 8**



**Photo 9**



**Photo 10**





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**Photo 11**



**Photo 12**



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**Photo 13**



**Photo 14**



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**Photo 15**



**Photo 16**





**Photo 17**



**Photo 18**



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**Photo 19**



**Photo 20**



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## APPENDIX B

Sausage Bag

Colors: Red, blue, white

Snowbirds Logo: At each end of bag

