

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
800 Burrard Street, Room 219
800, rue Burrard, pièce 219
Vancouver, BC V6Z 0B9
Bid Fax: (604) 775-7526

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 - Pacific
Region
219 - 800 Burrard Street
800, rue Burrard, pièce 219
Vancouver, BC V6Z 0B9

Title - Sujet 100% Cotton Leno Weave Fabric	
Solicitation No. - N° de l'invitation 21C81-140101/A	Date 2014-07-17
Client Reference No. - N° de référence du client 21C81-140101	GETS Ref. No. - N° de réf. de SEAG PW-\$VAN-524-7281
File No. - N° de dossier VAN-4-37060 (524)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-09-02	
Time Zone Fuseau horaire Pacific Daylight Saving Time PDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Yamamoto, Albert	Buyer Id - Id de l'acheteur van524
Telephone No. - N° de téléphone (604)775-7549 ()	FAX No. - N° de FAX (604)775-7526
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA various British Columbia 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

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Buyer ID - Id de l'acheteur

van524

CCC No./N° CCC - FMS No/ N° VME

See the attached documents.

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NOTE TO BIDDERS: Please use **ONE** of the two mailing labels below and affix it securely to the outside of the envelope or package containing your bid submitted by mail or courier. Always ensure your company name, return address, open bidding solicitation number and closing date appear legibly on the outside of your bid submission.

AVIS AUX FOURNISSEURS: Pour le retour par la poste ou par messenger, veuillez utiliser **UNE** des étiquettes d'envoi ci-dessous et apposez-la à l'extérieur de votre enveloppe ou du colis contenant votre offre. Assurez-vous que le nom de votre compagnie, l'adresse de retour, le numéro de l'invitation ouverte à soumissionner et la date de clôture soient lisibles à l'extérieur de votre offre.

Bid Receiving
Public Works & Government Services Canada
219 - 800 BARRARD STREET
VANCOUVER BC V6Z 0B9

Solicitation No. : 21C81-140101/A SD U000

Solicitation Closes at : 2:00 PM Pacific Time
on : 2014-09-02

Réception des soumissions
Travaux publics et services gouvernementaux Canada
219 - 800 rue Burrard,
Vancouver (C.-B) V6Z 0B9

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La réception des soumissions prend fin le : 2014-09-02
à : 14h HP

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Leno Weave Fabric

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 Requirement, the Basis of Payment, the Federal Contractors Program for Employment Equity - Certification and any other annexes.

2. Summary

This requirement is for the supply of 100% Cotton Leno Weave Fabric to Correctional Service Canada at Mission, Agassiz and Abbotsford, British Columbia. The period of the standing offer will be for two **years** from the date of issuance.

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

Pursuant to section 01 of Standard Instructions 2006 and 2007, a Consent to a Criminal Record Verification form, must be submitted with the offer, by Request for Standing Offers closing date, for each individual who is currently on the Offeror's Board of Directors.

The historical volume is:
September 26, 2012 – March 14, 2014: 10,500 metres
June 28, 2011 – June 27, 2012: 26,933 metres

3. Debriefings

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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](#) (2014-06-26) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 180 days

1.1 SACC Manual Clauses

M1004T (2011-05-16) Condition of Material

Material supplied must be new and conform to the latest issue of the applicable drawing, specification and/or part number that is in effect on the closing date of the Request for Standing Offers.

M0280T (2007-05-25) Document Required for Offers Evaluation Purposes

The Offeror must provide the following documents with its offer:

Bidders must provide test results from a certified independent testing laboratory, confirming that the fabric samples submitted with their bid meet the following three (3) requirements:

CAN/CGSB 4.1 Textile Test Methods:

1. Colourfastness to light, 18.3-M minimum L3
2. Colourfastness to laundering, 19.1-M minimum acceptable grade on Gray scale is 3 or higher.
3. Colourfastness to crocking, 22-M minimum acceptable grade on Gray scale is 3 or higher.

The above standards can be ordered by contacting:
Canadian General Standards Board
Sales Unit
Ottawa, Ontario K1A 1G6

Tel: (819) 956-0425

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1-800-665-2472
Fax (819) 956-5644

Samples Required for Offers Evaluation Purposes

Bidders must provide two (2) samples in the specified colour, each at least one (1) metre long by 180 cm wide. The samples must include a stabilizer bar.

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.

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to PWGSC will not be accepted.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 14 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.

4. Applicable Laws

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

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

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

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft 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.

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. Technical Evaluation

1.1.1 Mandatory Technical Criteria

Completion of Request for Standing Offer - sign and date offer

Compliance with Annex A - Requirement

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Pricing in accordance with Annex B - Basis of Pricing

Delivery within 60 calendar days from receipt of call-up against the standing offer.

Compliance with the Federal Contractor's Program for Employment Equity (if applicable).

1.2 Financial Evaluation

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

The Offeror is required to submit firm prices, rates or both that will apply for the entire period of the Standing Offer.

1.2.2 M0220T (2013-04-25) Evaluation of Price

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

2. Basis of Selection

2.1 M0031T (2007-05-25) Basis of Selection - Mandatory Technical Criteria Only

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

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.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada-Labour's](http://www.labour.gc.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.gc.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.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex A.

2. 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 (2014-06-26) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

3.2 Standing Offers Reporting

4. Term of Standing Offer

4.1 Period of the Standing Offer

(2 years)

The period for making call-ups against the Standing Offer is from _____ to _____.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

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Albert Yamamoto

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Vancouver, British Columbia V6Z 0B9
Canada

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Fax : 604-775-7526

E-mail : albert.yamamoto@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

(to be filled in at issuance of the standing offer only)

The Project Authority for the Standing Offer is:

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 at issuance of the Standing Offer).

6. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Correctional Services Canada, Pacific Region.

7. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form *PWGSC-TPSGC 942, Call-up Against a Standing Offer*.

8. Limitation of Call-ups

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Individual call-ups against the Standing Offer must not exceed \$80,000.00 (Applicable Taxes included).

9. Financial Limitation

(To be completed at issuance of the Standing Offer).

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

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 3 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

10. Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2014-06-26), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010A (2014-06-26) General Conditions – Goods (Medium Complexity) ;
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated _____ (*insert date of offer*), (*if the offer was clarified or amended, insert at the time of issuance of the offer: "as clarified on _____" or "as amended on _____" and insert date(s) of clarification(s) or amendment(s) if applicable*).

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 British Columbia.

B. RESULTING CONTRACT CLAUSES

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

1. Requirement

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

2. Standard Clauses and Conditions

2.1 General Conditions

[2010A](#) (2014-06-26), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

3. Term of Contract

3.1 Delivery Date

Delivery must be made within 60 calendar days from receipt of a call-up against the Standing Offer.

4. Payment

4.1 Basis of Payment

See Annex B herein.

4.2 Limitation of Price

SACC Manual clause [C6000C](#) (2011-05-16) Limitation of Price

4.3 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12) Single Payment

5. Insurance

SACC Manual clause [G1005C](#) (2008-05-12) Insurance

6. Excess Goods

SACC Manual clause [B7500C](#) (2006-06-16) Excess Goods

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ANNEX A

REQUIREMENT

(2014/05/29)

Requirement: To supply and deliver 100% Cotton Leno Weave Fabric to Correctional Service Canada at Mission, Agassiz and Abbotsford, British Columbia on an as-and-when requested basis, in accordance with the specifications below.

Estimated usage 40,000 metres per year

Fabric must be supplied in 50 metre rolls, individually wrapped in plastic. Each roll must not exceed 30Kg.

Minimum quantity per call-up is 10,000 metres

Period of standing offer: 2 years

Delivery required: Within **sixty (60) calendar days** of receipt of a call-up against the standing offer.

Product must meet the following specifications:

CAN/CGSB-4.2-M: Textile Test Methods:

No. 5.1-M: Mass of Fabrics

No. 6-M: Woven Fabric Count

No. 18.3-M: Textiles – Test for colourfastness PART B02:

Colourfastness to artificial light: XENON ARC FADE LAMP TEST

No. 19.1-M: Colourfastness to washing

No. 22-M Colourfastness to Crocking, Dry & Wet (Water)

Fibre: 100% cotton, tolerance -5% other fibre/fibres can be added.

Yarn Number (Size of Yarn): 105-130 tex (5.4 - 4.75's Cotton count), 2-ply carded cotton in warp and weft.

Weave: Leno weave (body). Plain weave 1 x 1 (stabilizing bars)

Yarn Count for Leno Weave: Warp 33/10cm (Greige stage), Weft 35/10cm (Griege stage)

Finish: Pre-Shrunk

Note: Pre-shrinking process must be applied prior to determining the results of the following properties including CAN/CGSB 4.1 Textile Test Methods

Mass: 285 g/m2 – (minus) 10% tolerance.

Colour: Classic Blue. The colour must be in accordance with Pantone colour No. 19-4052TP* TP-Textiles. Fabric can be piece dyed or yarn dyed.

Pantone Color Selector 1000 and/or Pantone Textile Color Guide (TCX)

The above color reference is available from:

Pantone Customer Service in Canada
Keng Seng Enterprises
4030 rue St. Ambroise, Suite 227

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Montreal, Quebec H4C 2C7
Tel: (514) 939-3971

Size of fabric: 180 cm width +/- 5%

Stabilizing Bars: The following options are acceptable:

Each end must be 12 cm wide (max 18 cm) & one in centre 5 cm (max 10 cm), OR
One in centre 12 – 15 cm wide, OR all three max 12 cm (one centre + 2 ends)

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Buyer ID - Id de l'acheteur
van524
CCC No./N° CCC - FMS No./N° VME

ANNEX B

BASIS OF PAYMENT

Price in Canadian Dollars

Note: Prices are FOB Destination including all delivery charges to Corrections Canada at the following 3 locations in British Columbia., GST extra.

- (1) Ferndale Institution, 33737 Dewdney Trunk Rd., Mission, B.C. V2V 4L8.
- (2) Matsqui Institution, 33344 King Rd., Abbotsford, B.C. V2S 4P3
- (3) Mountain Institution, 4732 Cemetery Rd., Agassiz, B.C. V0M 1A0

Minimum quantity per call-up is 10,000 metres

Fabric in accordance with Annex A.

\$ _____ (**canadian dollars**) / per linear metre, FOB Destination including all delivery charges, GST extra

Delivery must be made within 60 calendar days from receipt of a call-up against the Standing Offer.

Delivery offered: _____ calendar days

Solicitation No. - N° de l'invitation
21C81-140101/A
Client Ref. No. - N° de réf. du client
21C81-140101

Amd. No. - N° de la modif.
File No. - N° du dossier
VAN-4-37060

Buyer ID - Id de l'acheteur
van524
CCC No./N° CCC - FMS No./N° VME

Annex C - Request for Sample

Fabric samples are available from Public Works and Government Services Canada.

If you would like to obtain a fabric sample, send your request by email to:

albert.yamamoto@pwgsc.gc.ca

Include the following Information in your email:

Request for Leno Weave Fabric Sample - Solicitation no. 21C81-140101/A

Name: _____

Company _____

Mailing address: _____

City: _____

Postal Code: _____