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**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

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/Réception
des soumissions Travaux publics et Services
gouvernementaux Canada
#910, 410 - 22nd Street East
Saskatoon
Sask.
S7K 5T6

Title - Sujet Overhead Door Maintenance	
Solicitation No. - N° de l'invitation W2585-141405/A	Date 2014-07-30
Client Reference No. - N° de référence du client W2585-141405	GETS Ref. No. - N° de réf. de SEAG PW-\$STN-202-4708
File No. - N° de dossier STN-4-37014 (202)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-09-09	Time Zone Fuseau horaire Central Standard Time CST
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Kowal, Meagan	Buyer Id - Id de l'acheteur stn202
Telephone No. - N° de téléphone (306)975-6223 ()	FAX No. - N° de FAX (306)975-5397
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE DUNDURN DETACHMENT CAMP DUNDURN DUNDURN Saskatchewan S0K1K0 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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Solicitation No. - N° de l'invitation

W2585-141405/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

stn202

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

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Overhead Door Maintenance

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 the Standing Offer Usage Report

2. Summary

The Department of National Defence (DND), Detachment Dundurn, has a requirement for the supply of all labour, material, equipment and supervision necessary for the inspection and maintenance of overhead doors at various DND locations in Dundurn, Saskatoon, and Regina as and when requested, in accordance with the Statement of Work attached as Annex A, during the period of the Standing Offer from December 1, 2014 to November 30, 2015 with two (2) additional one year option years from December 1, 2015 to November 30, 2016 and December 1, 2016 to November 30, 2017.

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).

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA).

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 (2014-06-26) 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 awarded to 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 awarded to FPS, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

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 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 Bidder a FPS in receipt of a pension? **Yes () No ()**

If so, the Bidder 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, Bidders agree that the successful Bidder'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 Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes () No ()**

If so, the Bidder 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 adjustment 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 Applicable Taxes.

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 (1) hard copy)

Section II: Financial Offer (one (1) hard copy)

Section III: Certifications (one (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) (<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 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 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

Assessment of this Request for Standing Offer will be based on a low aggregate total for Year One, Option Year One and Option Year Two, based on the following: a 2 hour, 2 person (Door Mechanic and helper) call-up during regular working hours, Monday through Friday for each location. 50% of the call-ups are estimated to be for Dundurn, 30% Regina and 20% Saskatoon

Evaluated Price will be calculated based on the following formula:

Year One:

Dundurn: 0.50 [Item #1.1a (Dundurn) + Item #1.1b (Dundurn) + Item #2.1a (Dundurn)+ Item #2.1b(Dundurn)] +
Regina: 0.30 [Item #1.1a (Regina) + Item #1.1b (Regina) + Item #2.1a (Regina)+ Item #2.1b (Regina)] +
Saskatoon: 0.20 [Item #1.1a (S'toon) + Item #1.1b (S'toon) + Item #2.1a (S'toon) + Item #2.1b (S'toon)] = **Evaluated Price Year One**

Option Year One:

Dundurn: 0.50 [Item #1.1a (Dundurn) + Item #1.1b (Dundurn) + Item #2.1a (Dundurn)+ Item #2.1b(Dundurn)] +
Regina: 0.30 [Item #1.1a (Regina) + Item #1.1b (Regina) + Item #2.1a (Regina)+ Item #2.1b (Regina)] +
Saskatoon: 0.20 [Item #1.1a (S'toon) + Item #1.1b (S'toon) + Item #2.1a (S'toon) + Item #2.1b (S'toon)] = **Evaluated Price Option Year One**

Option Year Two:

Dundurn: 0.50 [Item #1.1a (Dundurn) + Item #1.1b (Dundurn) + Item #2.1a (Dundurn)+ Item #2.1b(Dundurn)] +
Regina: 0.30 [Item #1.1a (Regina) + Item #1.1b (Regina) + Item #2.1a (Regina)+ Item #2.1b (Regina)] +
Saskatoon: 0.20 [Item #1.1a (S'toon) + Item #1.1b (S'toon) + Item #2.1a (S'toon) + Item #2.1b (S'toon)] = **Evaluated Price Option Year Two**

Total evaluated price = Evaluated Price Year One + Evaluated Price Option Year One + Evaluated Price Option Year Two

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.

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" list (http://www.labour.gc.ca/eng/standards_equity/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 - 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 (2014-06-26) 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 thirty (30) 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 and providing services against the Standing Offer is from December 1, 2014 to November 30, 2015 inclusive.

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 (2) additional one (1) year periods, from December 1, 2015 to November 30, 2016 and December 1, 2016 to November 30, 2017 under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 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:

Meagan Kowal
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch - Western Directorate
910-410, 22nd Street East
Saskatoon, SK S7K 5T6

Telephone: 306-975-6223
Facsimile: 306-975-5397
E-mail address: meagan.kowal@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 for the Standing Offer is identified in the call-up against the Standing Offer.

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

5.3 Offeror's Representative

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: the Delegated representatives from the various DND sites throughout Dundurn, Saskatoon and Regina.

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.

9. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$15,000.00 (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 (2014-06-26) General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010C (2014-06-26),_General Conditions - Services (Medium Complexity);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex C, Standing Offer Usage Report
- h) the Offeror's offer dated _____ TBD

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.

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 (2014-06-26) General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

Section 13 Interest on Overdue Accounts, of 2010C (2014-06-26) 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 – Limitation of Expenditure

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 **\$ TBD at call up**. Customs duties are included and Applicable Taxes are extra.

5.2 Single Payment

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

5.3 SACC Manual Clauses

A9117C (2007-11-30), T1204 – Direct Request by Customer Department
C0710C (2007-11-30), Time and Contract Price Verification

5.4 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

7. Insurance

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

8. SACC Manual Clauses

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

ANNEX "A"
STATEMENT OF WORK

DEPARTMENT OF NATIONAL DEFENCE

SPECIFICATION
SERVICING OF OVERHEAD DOORS
DETACHMENT DUNDURN,
SASKATOON,
REGINA ARMOURY,
&
QUEEN BUILDING

(JOB# DCE 14-1405)

INSPECTING AND SERVICING

1. Site of Work

- A. Camp Dundurn
- B. CFAD Dundurn
- C. Saskatoon
- D. REGINA ARMOURY
- E. QUEEN BUILDING REGINA

2. Work Included

The work under this contract comprises of the furnishing of all labour, materials and equipment to service overhead doors.

- A. An annual inspection shall be carried out on all overhead doors.
- B. Procedures shall be as follows:
 - 1) Inspections shall be carried out during normal working hours;
 - 2) The Contractor shall notify the CE Section Co-ordinator at telephone no. 492-2135 Ext. 4341 at least two days in advance of the day he will commence the inspection;
 - 3 The Contractor shall report to the CE Section or the local caretaker prior to commencement of inspection;
 - 4) Upon completing the inspection, the contractor shall again contact the CE Co-ordinator or the local caretaker and report verbally as to work completed and any required servicing that could not be completed during the inspection.
 - 5) The Contractor shall within 14 calendar days, submit a written report and cost estimate of suggested or required repairs or replacement.
- C. The Contractor shall provide call-in servicing as required and shall not refuse to carry out such servicing when requested by the Engineer or CE Co-ordinator. All call-ins shall be actioned with-in 48 hrs or as otherwise specified by the Engineer. The Contractor shall report to the CE Section Co-ordinator prior to the commencement of the call-in work.
- D. Checks to be performed:
 - 1) Check for security of all mounting brackets, roller brackets, centre hinges, rails and operators;
 - 2) Check condition of cables for fraying and chains for condition;
 - 3) Tighten all bolts;
 - 4) Test locking mechanism if applicable;
 - 5) Lubricate all rollers, hinges and bearings;
 - 6) Check motor - oil, clean;
 - 7) Check and adjust door control (open, close, stop);
 - 8) Check manual switch;
 - 9) Check micro switch on door lock;
 - 10) Check emergency stop;
 - 11) Check manual operation;
 - 12) Check for smooth operation of door.
 - 13) Check operation of reversing bar.

3. Work not included

This contract does not include repairs or servicing of electrical lines before connection to operators.

4. Material

Materials and parts used by the Contractor shall be those specified by the manufacturer of the equipment, providing such are available. If not available, parts equal to manufacturer's specification may be installed, subject to concurrence of the Engineer.

5. Removal of Material and Equipment

The Contractor shall not remove any salvageable Material or equipment from the job site without but the permission of the Engineer.

6. Clean up

On completion of the job, all debris shall be removed and the site left in a clean and tidy condition to the satisfaction of the Engineer.

LIST OF DOORS

CFAD AREA – DUNDURN:

Location	# of Doors	Location	# of Doors	Location	# of Doors
Mag 26	1	HS 1	1	HS 23	1
MAG 28	1	HS 4	1	HS 24	1
MAG 30	1	HS 7	1	HS 25	1
MAG 36	1	HS11	1	HS 26	1
MAG 37	1	HS12	1	HS 27	1
MAG 37	1	HS 13	1	HS 29	1
MAG 39	1	HS 14	1	HS 30	1
MAG 40	6	HS15	1	DEMO AREA	3
MAG 41	1	HS16	1		
MAG 42	1	HS17	1		
MAG 45	5	HS 18	1		
MAG 49	1	HS 19	1		
MAG 51	10	HS20	1		
MAG 52	8	HS21	1		
MAG 53	1	HS22	1		
BLG 282	6				

DET AREA – DUNDURN:

Location	# of Doors	Location	# of Doors
BLG 41	3	BLG 42	1
BLG 48	1	BLG 47	16
BIG 128	2	BLG 77	1
BLG130	2	BLG 129	1
BLG155	13	BLG 131	2
BLG 241	1	BLG 149	1
BLG 285	8	BLG 288	1
BLG 289	2		

SASKATOON:

Location	# of Doors
HMCS UNICORN	5
HC ARMOURY	9
737 HANSELMAN	2

REGINA:

REGINA ARMOURY - 1600 ELPHINSTONE ST

Location	# of Doors
GARAGE BUILDING	8
STORAGE BUILDING	6

REGINA – 2800 BROAD ST

Location	# of Doors
QUEENS BUILDING	4

ANNEX "B"

BASIS OF PAYMENT

(All rates are FOB Destination, GST extra, if applicable)

Year One – December 1, 2014 to November 30, 2015

1. Price per call for Inspection and/or servicing for all doors listed in Annex A, including travel and first hour of on-site productive labour:

PRICE PER CALL

a) Door Mechanic

b) Helper

.1 During regular working hours
(Monday through Friday)

\$_____/call
(Saskatoon)

\$_____/call
(Saskatoon)

\$_____/call
(Dundurn)

\$_____/call
(Dundurn)

\$_____/call
(Regina)

\$_____/call
(Regina)

.2 Outside regular working hours
(Monday through Friday)

\$_____/call
(Saskatoon)

\$_____/call
(Saskatoon)

\$_____/call
(Dundurn)

\$_____/call
(Dundurn)

\$_____/call
(Regina)

\$_____/call
(Regina)

.3 Outside regular working hours
(Weekends and Statutory Holidays)

\$_____/call
(Saskatoon)

\$_____/call
(Saskatoon)

\$_____/call
(Dundurn)

\$_____/call
(Dundurn)

\$_____/call
(Regina)

\$_____/call
(Regina)

2. Labour only, in addition to #1 above:

(The hourly rate for labour only, is applicable to all locations)

PRICE PER HOUR

a) Door Mechanic

b) Helper

.1 During regular working hours
(Monday through Friday)

\$_____/hour

\$_____/hour

.2 Outside regular working hours
(Monday through Friday)

\$_____/hour

\$_____/hour

.3 Outside regular working hours \$_____/hour \$_____/hour
(Weekends and Statutory Holidays)

3. Material and replacement parts (except free issue) at laid down cost plus a markup of _____%. Goods and Services Tax to be shown as a separate item.

Option Year One – December 1, 2015 to November 30, 2016

1. Price per call for Inspection and/or servicing for all doors listed in Annex A, including travel and first hour of on-site productive labour:

PRICE PER CALL

a) Door Mechanic

b) Helper

.1 During regular working hours
(Monday through Friday)

\$_____/call
(Saskatoon)

\$_____/call
(Saskatoon)

\$_____/call
(Dundurn)

\$_____/call
(Dundurn)

\$_____/call
(Regina)

\$_____/call
(Regina)

.2 Outside regular working hours
(Monday through Friday)

\$_____/call
(Saskatoon)

\$_____/call
(Saskatoon)

\$_____/call
(Dundurn)

\$_____/call
(Dundurn)

\$_____/call
(Regina)

\$_____/call
(Regina)

.3 Outside regular working hours
(Weekends and Statutory Holidays)

\$_____/call
(Saskatoon)

\$_____/call
(Saskatoon)

\$_____/call
(Dundurn)

\$_____/call
(Dundurn)

\$_____/call
(Regina)

\$_____/call
(Regina)

2. Labour only, in addition to #1 above:
(The hourly rate for labour only, is applicable to all locations)

PRICE PER HOUR

a) Door Mechanic

b) Helper

.1 During regular working hours
(Monday through Friday)

\$_____/hour

\$_____/hour

.2 Outside regular working hours \$_____/hour \$_____/hour
(Monday through Friday)

.3 Outside regular working hours \$_____/hour \$_____/hour
(Weekends and Statutory Holidays)

3. Material and replacement parts (except free issue) at laid down cost plus a markup of _____%. Goods and Services Tax to be shown as a separate item.

Option Year Two – December 1, 2016 to November 30, 2017

1. Price per call for Inspection and/or servicing for all doors listed in Annex A, including travel and first hour of on-site productive labour:

PRICE PER CALL

a) Door Mechanic

b) Helper

.1 During regular working hours
(Monday through Friday)

\$_____/call
(Saskatoon)

\$_____/call
(Saskatoon)

\$_____/call
(Dundurn)

\$_____/call
(Dundurn)

\$_____/call
(Regina)

\$_____/call
(Regina)

.2 Outside regular working hours
(Monday through Friday)

\$_____/call
(Saskatoon)

\$_____/call
(Saskatoon)

\$_____/call
(Dundurn)

\$_____/call
(Dundurn)

\$_____/call
(Regina)

\$_____/call
(Regina)

.3 Outside regular working hours
(Weekends and Statutory Holidays)

\$_____/call
(Saskatoon)

\$_____/call
(Saskatoon)

\$_____/call
(Dundurn)

\$_____/call
(Dundurn)

\$_____/call
(Regina)

\$_____/call
(Regina)

2. Labour only, in addition to #1 above:
(The hourly rate for labour only, is applicable to all locations)

PRICE PER HOUR

a) Door Mechanic

b) Helper

.1 During regular working hours

\$_____/hour

\$_____/hour

(Monday through Friday)

.2 Outside regular working hours \$_____/hour \$_____/hour
(Monday through Friday)

.3 Outside regular working hours \$_____/hour \$_____/hour
(Weekends and Statutory Holidays)

3. Material and replacement parts (except free issue) at laid down cost plus a markup of _____%. Goods and Services Tax to be shown as a separate item.

Annex "C"

STANDING OFFER USAGE REPORT

Return to:

Public Works and Government Services Canada

Acquisitions Branch

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.

SUPPLIER: _____

STANDING OFFER NO: W2585-141405

DEPARTMENT OR AGENCY: DND Dundurn

Item No.	Call-Up/contract No. Description	Value of the Call-Up/Contract (GST/HST excluded)
(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: _____

SIGNATURE:

DATE:

