



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

**RETOURNER LES  
SOUSSIONS A:  
RETURN OFFERS TO:**

Bid Receiving/Réception des  
sousmissions  
Procurement & Contracting Services  
73 Leikin Drive,  
Visitor Center - Building M1  
Mailstop # \_15  
Ottawa, ON K1A 0R2  
Attn: Megan McCoy

**Request for a Standing Offer  
Demande d'offre à commandes**

National Individual Standing  
Offer (NISO)

Offre à commandes individuelle  
et nationale  
(OCIN)

RCMP hereby requests a Standing  
Offer on behalf of the Identified  
Users herein.

GRC autorise par la présente, une  
offre à commandes au nom des  
utilisateurs identifiés énumérés ci-  
après.

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

**Telephone No.  
no de téléphone:**

<b>Title-Sujet</b> Aircraft Refinishing	
<b>Solicitation No. - No. de l'invitation</b> 201500934	<b>Date</b> August 27, 2014
<b>Client Reference No. - No. De Référence du Client</b> N035	
<b>Solicitation Closes - L'invitation prend fin</b> at 2:00 PM EDT on October 8, 2014	
<b>F.O.B. - F.A.B.</b> See Herein Voir aux présentes	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Diane Perkins, Senior Contracting Officer	
<b>Telephone No. - No de téléphone</b> (613) 843-5904	<b>Fax No. - N° de FAX:</b> (613) 825-0082
<b>Destination of Goods and Services: Destinations des biens et services:</b> Various locations across Canada	
<b>Delivery Required - Livraison exigée:</b> See Herein Voir aux présentes	<b>Delivery Offered - Livraison proposée</b> See Herein Voir aux présentes
<b>Name and title of person authorized to sign on behalf of Vendor/Firm - Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur</b>	
_____	_____
<b>Signature</b>	<b>Date</b>



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## **PART 1 - GENERAL INFORMATION**

### **1. Introduction**

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

- Part 1            General Information: provides a general description of the requirement;
- Part 2            Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3            Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4            Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5            Certifications: includes the certifications to be provided;
- Part 6            Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and
- Part 7            7A, Standing Offer, and 7B, Resulting Contract Clauses:
- 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
- 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

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

### **2. Summary**

The Royal Canadian Mounted Police (RCMP) has a requirement for refinishing ASB aircraft which includes but not limited to paint stripping, preparation for refinishing, priming, painting, decal placement, clear coating, reassembly and certification of work.

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

### **3. Debriefings**

After issuance of a standing offer, 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.

Revision to Departmental Name: As this RFSO is issued by RCMP, any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this RFSO, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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 (2012-11-19) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Section 01 – Code of Conduct and Certification – Offer of 2006 referenced above is amended as follows:

Delete subsection 1.4 and 1.5 in their entirety.

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

Delete: sixty (60) days

Insert: one hundred twenty (120) days

### **2. Submission of Offers**

Offers must be submitted only to RCMP 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 electronic mail or facsimile to RCMP 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 ten (10) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as



"proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

#### **4. Applicable Laws**

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

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

### **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 (3 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<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 Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

**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** attached at Annex "E".

**1.2 Financial Evaluation**

**1.2.1 Financial Evaluation Criteria** attached at Annex "B".

**2. Basis of Selection - Mandatory Technical Criteria Only**

- 2.1** 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 related documentation to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications and related documentation are not completed and submitted as requested.

Compliance with the certifications offerors provide to Canada is subject to verification by Canada during the offer evaluation period (before issuance of a standing offer) and after issuance of a



standing offer. The Standing Offer Authority will have the right to ask for additional information to verify offerors' compliance with the certifications before issuance of a standing offer. The offer will be declared non-responsive if any certification made by the Offeror is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications, to provide the related documentation or to comply with the request of the Standing Offer Authority for additional information will also render the offer non-responsive.

## **1. Mandatory Certifications Required Precedent to Issuance of a Standing Offer**

### **1.1 Code of Conduct and Certifications - Related documentation**

By submitting an offer, the Offeror certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting an offer, the Offeror certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Offeror, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any offer in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Offeror and any of the Offeror's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the entire period of the Standing Offer and any call-ups made against the Standing Offer.

## **2. Additional Certifications 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 so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

### **2.1 Federal Contractors Program for Employment Equity - Standing Offer Certification**

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than a reduction of their workforce to less than 100 employees. Any offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

The Offeror, or, if the Offeror is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Offeror or the member of the joint venture





- a. ( ) is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;
- b. ( ) is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C.. 1995, c. 44;
- c. ( ) is subject to the requirements of FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC, having not bid on requirements of \$200,000 or more;
- d. ( ) has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: \_\_\_\_\_ .

Further information on the FCP is available on the HRSDC Web site.

## **2.2 Former Public Servant Certification**

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, Offeror's must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror 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 offer 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 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, Offeror's 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 Adjustment Directive**

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES ( ) NO ( )**

If so, the Offeror must provide the following information: a.name of a.

a. 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.

### **2.3 Status and Availability of Resources**

The Offeror certifies that, should it be issued a standing offer as a result of the Request for Standing Offer, every individual proposed in its offer will be available to perform the Work resulting from a call-up against the Standing Offer as required by Canada's representatives and at the time specified in a call-up or agreed to with Canada's representatives. If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror has proposed any individual who is not an employee of the Offeror, the Offeror certifies that it has the permission from that individual to propose his/her services in relation to the



Work to be performed and to submit his/her résumé to Canada. The Offeror must, upon request from the Standing Offer Authority, provide a written confirmation, signed by the individual, of the permission given to the Offeror and of his/her availability. Failure to comply with the request may result in the offer being declared non-responsive.

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

### **A. STANDING OFFER**

#### **1. Offer**

The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

#### **2. Security Requirement**

NIL security required.

#### **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.

Revision to Departmental Name: As this Standing Offer and resulting contract(s) are issued by RCMP, any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

##### **3.1 General Conditions**

2005 (2012-11-19) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

Section 11 Code of Conduct and Certifications – Standing Offer of 2005 referenced above is amended as follows:

Delete subsection 11.4 in its entirety.

#### **4. Standing Offers Reporting**

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

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



"D ". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

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 five (5) calendar days after the end of the reporting period.

## **5. Term of Standing Offer**

### **5.1 Period of the Standing Offer**

The period for making call-ups and providing services against the Standing Offer is from standing offer award to September 30<sup>th</sup>, 2015 inclusive.

### **5.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for up to two (2) additional one (1) year option periods, 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 ten (10) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

## **6. Authorities**

### **6.1 Standing Offer Authority**

The Standing Offer Authority is: Name:

Diane Perkins

Title: Senior Contracting Officer

Organization: Royal Canadian Mounted Police

Address: 73 Leikin Drive, M1, 4<sup>th</sup> Floor, Mailstop #15, Ottawa, ON K1A 0R2

Telephone: 613-843-5904



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

Government of Canada  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No. de l'invitation  
201500934**

Facsimile: 613-825-0082  
E-mail address: diane.perkins@rcmp-grc.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.

**6.2 Project Authority**

The Project Authority for the Standing Offer is:

*(to be provided at Standing Offer award)*

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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

**6.3 Offeror's Representative**

The Offeror's Representative for the Standing Offer is:

*(to be provided at Standing Offer award)*

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_

**7. Identified Users**

The Identified User authorized to make call-ups against the Standing Offer is the Standing Offer Authority or their delegate.

**8. Call-up Instrument**

The Work will be authorized or confirmed by the Identified User(s) using form 942,"Call-up



Against a Standing Offer.”

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

Individual call-ups against the Standing Offer must not exceed \$200,000.00 (Goods and Services Tax or Harmonized Sales Tax included). authorized by RCMP Standing Offer Authority specified herein, in accordance with the departmental delegation of authorities for services.

## **10. Financial Limitation**

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

## **11. Priority of Documents**

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2035 (2012-11-19), General Conditions - Higher Complexity - Services
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment
- g) Annex C, Insurance Requirements
- h) the Offeror's offer dated tbd

## **12. Certifications**

### **12.1 Compliance**

Compliance with the certifications and related documentation provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

## **13. Applicable Laws**

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



## **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**

2035 (2012-11-19), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

Section 06 – Subcontracts of 2035 referenced above is amended as follows:

Delete subsection 2.b in its entirety.

Subsection 2.c is amended as follows:

Delete: permit its subcontractors at any tier to make purchases or subcontract as permitted in paragraphs (a) and (b).

Insert: permit its subcontractors at any tier to make purchases or subcontract as permitted in paragraph (a).

### **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. Payment**

#### **4.1 Basis of Payment - Limitation of Expenditure**

1. Canada's total liability to the Contractor under the Contract must not exceed \$ tdb. 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.

#### **4.2 Method of Payment - Single Payment**

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada

#### **5. Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- (a) a copy of the release document and any other documents as specified in the Contract (if applicable);

2. Invoices must be distributed as follows:

- (a) The original must be forwarded to the Project Authority for certification and payment and one (1) copy must be forwarded to the Standing Offer Authority.

#### **6. Insurance Requirements**

The Contractor must comply with the insurance requirements specified in Annex "C". The Contractor or must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection. The Contractor must forward to the Contracting Authority within ten days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the





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Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.



**ANNEX "A"**  
**STATEMENT OF WORK**

**TITLE:** Aircraft Refinishing for the Royal Canadian Mounted Police (RCMP)

**OBJECTIVE:**

Paint Stripping, preparation for refinishing, priming, painting, decal placement, clear coating, reassembly and certification of work for various RCMP aircraft(s) on an as and when required basis.

**SCOPE:**

To provide aircraft refinishing on as and requested basis for the RCMP. The estimated number of aircraft(s) to be painted per year can range from zero up to five.

The ASB aircrafts that may need to be refinished are as follows:

Pilatus PC12  
Cessna 208B  
Cessna 208 (float equipped)  
Cessna 210  
Cessna T206H  
Cessna Soloy U206G  
DHC-6 (300)  
AS350B3  
EC120B  
Quest Kodiak 100

**TASKS:**

1. Paint strip existing finish to Alclad. Composite parts are to be cleaned and sanded to a maximum of one top coat remaining to prevent any damage from paint remover chemicals.
2. Windows, deice boots, aileron rub strips and any exposed control systems are to be sealed to prevent damage from paint remover.
3. All traces of old paint and primer are to be removed from around rivets, windows and skin joints.
4. Alumiprep etching and Alodine conversion coating to be carried out on aluminum surfaces.
5. Windows, antennas and skin joints to be resealed as required. De-ice boot edges to be sealed with appropriate products as per Maintenance Manual (MM).
6. Aircraft to be Epoxy primed.
7. Aircraft to be refinished with AkzoNobel base coat/clear coat system in color and scheme as provided by RCMP. All decals, stripes and markings to be applied prior to clear coat.
8. All composite fairings attached with screws to be painted off aircraft. All panels



- and fairings to be reinstalled using new stainless steel hardware. (Does not apply to hinged panels or flush mounted wing/fuel bay inspection panels.)
9. All flight controls removed for painting will have balance checks carried out and be reinstalled.
  10. Anti-chafe coating to be applied to flaps as per airframe MM (PC12 aircraft).
  11. Do not paint wheel wells or Aileron wells- clean only. Do not paint wheels, paint wheel covers only.
  12. Clean and repaint inside of all door frames.
  13. Contractor to install "horse and rider" decals of similar size and color, if used on a/c type).
  14. Contractor to install supplied erosion kit (PC12 aircraft only).
  15. Aircraft to be re-weighed if required (see appropriate Aircraft Maintenance Manual)

#### CONSTRAINTS:

Contractor must have proper facilities, paint area, tools, personnel and experience to complete entire project.

Large composite panels such as the PC12 lower rudder fairing, dorsal fin or ventral fin are to have a "flexible additive" such as Dupont Pla-stick V-2350S (or equivalent) added to the paint mix.

Primer, paint and paint touch up kit to be supplied by Contractor.

Contractor to supply and install "horse and rider" decals of similar size and color, if used on a/c type).

Contractor to be responsible for all certifications, independent control inspections, log entries, release for return to service and providing a complete work package to owner. Any additional work such as composite repairs, metal repairs, dent repairs, corrosion issues or parts must be approved by the RCMP Director of Maintenance or their delegate.

The turnaround time to paint an aircraft should not exceed twenty one (21) working days from the date the aircraft is delivered.

RCMP personnel will carry out final acceptance of aircraft.

#### CLIENT SUPPORT:

The RCMP will be responsible for all costs associated with the delivery of the aircraft to the



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Contractor's location.

RCMP to provide the following;

PPG erosion kit (PC12 aircraft only).

Complete exterior decal set.



**ANNEX "B"**  
**BASIS OF PAYMENT**

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone number: ( ) \_\_\_\_\_ Fax Number: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

The Financial Proposal shall be a Firm All-Inclusive Rate reasonably and properly incurred in the performance of the Work determined in accordance with the Basis of Payment detailed below. Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

**Table 1: Firm Cost to Refinish Aircraft**

<b>Period of Standing Offer</b>	<b>Aircraft Type</b>	<b>Firm All-Inclusive Per Aircraft Rate (a)</b>	<b>Estimated # of Aircraft (b)</b>	<b>Extended Price (c) = (a) x (b)</b>
<b>Standing Offer Award to September 30<sup>th</sup>, 2015</b>	Pilatus PC12	\$	1	\$
	Cessna 208B	\$	1	\$
	Cessna 208 (float equipped)	\$	1	\$
	Cessna 210	\$	1	\$
	Cessna T206H	\$	1	\$
	Cessna Soloy U206G	\$	1	\$
	DHC-6 (300)	\$	1	\$



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	AS350B3	\$	1	\$
	EC120B	\$	1	\$
	Quest Kodiak 100	\$	1	\$
<b>Option Year 1: October 1<sup>st</sup>, 2015 to September 30<sup>th</sup>, 2016</b>	Pilatus PC12	\$	1	\$
	Cessna 208B	\$	1	\$
	Cessna 208 (float equipped)	\$	1	\$
	Cessna 210	\$	1	\$
	Cessna T206H	\$	1	\$
	Cessna Soloy U206G	\$	1	\$
	DHC-6 (300)	\$	1	\$
	AS350B3	\$	1	\$
	EC120B	\$	1	\$
	Quest Kodiak 100	\$	1	\$
<b>Option Year 2: October 1<sup>st</sup>, 2016 to September 30<sup>th</sup>, 2017</b>	Pilatus PC12	\$	1	\$
	Cessna 208B	\$	1	\$
	Cessna 208 (float equipped)	\$	1	\$
	Cessna 210	\$	1	\$
	Cessna T206H	\$	1	\$
	Cessna Soloy U206G	\$	1	\$
	DHC-6 (300)	\$	1	\$
	AS350B3	\$	1	\$
	EC120B	\$	1	\$
	Quest Kodiak 100	\$	1	\$
<b>TOTAL ESTIMATED COST FOR EVALUATION PURPOSES ONLY (c):</b>				<b>\$</b>



**Table 2: Estimated Hourly Rate for Repairs**

<b>Period of Standing Offer</b>	<b>Estimated number of Hours (d)</b>	<b>Firm All Inclusive Hourly Rate (e)</b>	<b>Extended Price (f) = (d) x (e)</b>
<b>Standing Offer Award to September 30<sup>th</sup>, 2015</b>	<b>50</b>	\$	\$
<b>Option Year 1: October 1<sup>st</sup>, 2015 to September 30<sup>th</sup>, 2016</b>	<b>50</b>	\$	\$
<b>Option Year 2: October 1<sup>st</sup>, 2016 to September 30<sup>th</sup>, 2017</b>	<b>50</b>	\$	\$
<b>TOTAL ESTIMATED COST FOR EVALUATION PURPOSES ONLY (f):</b>			\$



**Table 3: Parts and Material** required for authorized repairs will be invoiced at the Offeror's wholesale cost plus a percentage for mark-up. The Offeror to submit a percent of mark-up for tendering purposes.

<b>Period of Standing Offer</b>	<b>Estimated Parts &amp; Material (g)</b>	<b>Percentage for Mark-Up (h)</b>	<b>Extended Price (i) = (g) x (h)</b>
<b>Standing Offer Award to September 30<sup>th</sup>, 2015</b>	\$5,000.00	_____ %	\$
<b>Option Year 1: October 1<sup>st</sup>, 2015 to September 30<sup>th</sup>, 2016</b>	\$5,000.00	_____ %	\$
<b>Option Year 2: October 1<sup>st</sup>, 2016 to September 30<sup>th</sup>, 2017</b>	\$5,000.00	_____ %	\$
<b>TOTAL ESTIMATED COST FOR EVALUATION PURPOSES (i):</b>			\$

**Table 4:**

<b>TOTAL ESTIMATED COST FOR EVALUATION PURPOSES ONLY: (j) =Table 1 (c) + Table 2 (f) + Table 3 (i)</b>	\$
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**Note: The estimates indicated above are strictly for evaluation purposes only and is not to be interpreted as a commitment on the part of the Government for future business.**

GST/HST:

All prices and amounts of money in the Standing Offer are exclusive of Goods and Services Tax (GST) or Harmonized Sales Tax (HST), as applicable, unless otherwise indicated. The GST or HST, whichever is applicable, is extra to the price herein and will be paid by Canada.





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## **ANNEX "C" INSURANCE REQUIREMENT**

### **Aviation Liability Insurance**

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.

2. The Aviation Liability policy must include the following:

- a. additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by the Royal Canadian Mounted Police.
- b. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- e. Employees and, where applicable, Volunteers must be included as Additional Insured.
- f. Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
- g. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- h. Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation (WSIB) or similar program).
- i. Hangar keeper's Liability: To cover loss of and/or damage to aircraft on the ground in the care, custody or control of the Contractor.



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- j. Products and Completed Operations: To cover liability arising from the sale and service of aviation products, assembly and repair activities, in connection with the Work performed by or on behalf of the Contractor.



**ANNEX "D"  
STANDING OFFER REPORTING REQUIREMENTS**

In accordance with Article 3.2 of the Standing Offer, the Offeror must report on a quarterly basis by electronic means the following information:

<b>The Offeror must complete all of the data fields identified below, as applicable.</b>			
<b>Standing Offer Number:</b>			
Reporting Period: _____ to: _____			
Call-up number	Date of Call-up and amendment(s) (if applicable)	Value of Call-up GST/HST excluded/Value of amendment GST/HST excluded (if applicable)	GST/HST



**ANNEX "E"  
MANDATORY TECHNICAL EVALUATION CRITERIA**

**Instructions to Offeror for responding to mandatory criteria:**

- a. From the dates in month/year; Offerors are encouraged to calculate the number of months and insert the total number of months in brackets. (For example: January 2006 to March 2006 (3 months))
- b. To demonstrate resource experience the Proposed Resource must provide a resume. All claims with regard to resource experience, qualifications or expertise must be substantiated through the provision of detailed project descriptions of how and where the claimed experience, qualifications or expertise were gained. Unsubstantiated claims of experience, qualifications or expertise will not be considered by the evaluation team during the technical evaluation.

**MANDATORY TECHNICAL CRITERIA:**

<b>Criterion</b>	<b>Description</b>	<b>Met/Not Met</b>	<b>Cross Reference to Proposal</b>
<b>M1</b>	The Offeror must be a Transport Canada Approved Maintenance Organization (AMO).  Must provide proof at time of bid submission.		
<b>M2</b>	The Offeror must have the facilities, paint, paint area and tools necessary to perform the tasks listed at Annex A of the Statement of Work.  A site inspection may be administered to verify compliance.		
<b>M3</b>	The Offeror must have a minimum of two (2) years demonstrated experience refinishing aircraft within the last five years.		