

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**

**Travaux publics et Services gouvernementaux  
Canada**

**Place Bonaventure, portail Sud-Est  
800, rue de La Gauchetière Ouest  
7<sup>ème</sup> étage**

## Montréal

## Québec

H5A 1L6

**FAX pour soumissions: (514) 496-3822**

## 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**

Travaux publics et Services gouvernementaux Canada  
Place Bonaventure, portail Sud-Est  
800, rue de La Gauchetière Ouest  
7<sup>e</sup> étage  
Montréal  
Québec  
H5A 1L6

<b>Title - Sujet</b> Chiens Pour Programme	
<b>Solicitation No. - N° de l'invitation</b> 47022-151957/A	<b>Date</b> 2015-01-20
<b>Client Reference No. - N° de référence du client</b> 47022-151957	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$MTA-550-13074
<b>File No. - N° de dossier</b> MTA-4-37203 (550)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-03-02</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Heure Normale du l'Est HNE
<b>Delivery Required - Livraison exigée</b> .	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Guernon (mta550), Émile	<b>Buyer Id - Id de l'acheteur</b> mta550
<b>Telephone No. - N° de téléphone</b> (514)496-3585 ( )	<b>FAX No. - N° de FAX</b> (514)496-3822
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> AGENCE DES SERVICES FRONTALIERS DU CANADA Ressources Humaines 475 CHEMIN GRANDE LIGNE RIGAUD Québec J0P1P0 Canada	
<b>Security - Sécurité</b> 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

Solicitation No. - N° de l'invitation

47022-151957/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

mta550

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

47022-15-1957

File No. - N° du dossier

MTA-4-37203

CCC No./N° CCC - FMS No/ N° VME

---

**REFER TO ENCLOSED DOCUMENT FOR CLAUSES AND CONDITIONS**

## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>3</b>
1.1 INTRODUCTION .....	3
1.2 SUMMARY .....	3
1.3 SECURITY REQUIREMENTS .....	4
1.4 DEBRIEFINGS .....	4
<b>PART 2 - OFFEROR INSTRUCTIONS .....</b>	<b>4</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....	4
2.2 SUBMISSION OF OFFERS .....	4
2.3. ENQUIRIES - REQUEST FOR STANDING OFFERS .....	5
2.4. APPLICABLE LAWS .....	5
<b>PART 3 - OFFER PREPARATION INSTRUCTIONS .....</b>	<b>5</b>
3.1. OFFER PREPARATION INSTRUCTIONS .....	5
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>7</b>
4.1 EVALUATION PROCEDURES .....	7
4.2 BASIS OF SELECTION .....	11
<b>PART 5 - CERTIFICATIONS .....</b>	<b>12</b>
5.1 CERTIFICATIONS PRECEDENT TO ISSUANCE OF A STANDING OFFER .....	12
<b>PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS .....</b>	<b>13</b>
6.1 SECURITY REQUIREMENTS .....	13
<b>PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES .....</b>	<b>13</b>
<b>A. STANDING OFFER .....</b>	<b>13</b>
7.1 OFFER .....	13
7.2 SECURITY REQUIREMENTS .....	13
7.3 STANDARD CLAUSES AND CONDITIONS .....	13
7.4 TERM OF STANDING OFFER .....	14
7.5. AUTHORITIES .....	14
7.7 IDENTIFIED USERS .....	15
7.9 CALL-UP INSTRUMENT .....	15
7.10 LIMITATION OF CALL-UPS .....	15
7.11 FINANCIAL LIMITATION .....	15
7.12 PRIORITY OF DOCUMENTS .....	15
7.13 CERTIFICATIONS .....	16
7.14 APPLICABLE LAWS .....	16
<b>B. RESULTING CONTRACT CLAUSES .....</b>	<b>16</b>
7.1 STATEMENT OF REQUIREMENTS .....	16
7.2 STANDARD CLAUSES AND CONDITIONS .....	16
7.3 TERM OF CONTRACT .....	16
7.4 PAYMENT .....	17
7.5 INVOICING INSTRUCTIONS .....	17
7.6 INSURANCE .....	17

Solicitation No. - N° de l'invitation  
47022-151957/A  
Client Ref. No. - N° de réf. du client  
47022-15-1957

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MTA-4-37194

Buyer ID - Id de l'acheteur  
MTA550  
CCC No./N° CCC - FMS No./N° VME

---

**ANNEX "A" ..... 18**  
STATEMENT OF *REQUIREMENTS*.....

**ANNEX "B" ..... 18**  
BASIS OF PAYMENT.....

**ANNEX "C" ..... 18**  
POINT RATED EVALUATION TECHNICAL CRITERIA.....

**ANNEX "D " ..... 19**  
COMPLETE LIST OF BIDDER'S BOARD DIRECTORS .....

## **PART 1 - GENERAL INFORMATION**

### **1.1 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:<br><br>7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;<br><br>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:

- |           |   |
|-----------|---|
| Annex A - | Statement of requirements                 |
| Annex B - | Basis of payment                          |
| Annex C - | Point Rated Evaluation Technical Criteria |
| Annex D - | Complete list of bidder's board directors |

### **1.2 Summary**

- (i) Request for Regional Individual Standing Offers (RISO) to supply, on an as-and-when-required detector dogs as described in Annex «A» for the Detector Dog Training Program (DDTP).
- (ii) Identified user is CBSA in Rigaud, Quebec.
- (iii) For the period of 2 years from the date of issue + 1 additional period of 1 year.

- (iv) as per the Integrity Provisions under section 01 of Standard Instructions 2006, offerors must provide a list of all owners and/or Directors and other associated information as required. Refer to section 4.21 of the Supply Manual for additional information on the Integrity Provisions.
- (v) "The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT)."

### 1.3 Security Requirements

This requirement does not include Security Requirements.

### 1.4 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

### 2.1 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 (2014-09-25) 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: 90 days

#### 2.1.1 SACC Manual Clauses

A3015T (2014-06-26), Certifications – Bid

### 2.2 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.**

### 2.3. 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 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.

### 2.4. 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 Quebec.

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

### 3.1. 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)

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-on Green Procurement) ([http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-on Green Procurement)

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. Refer to Annex «A» attached.

**Note: Only the original letters will be accepted for all the technical criteria requiring a reference.**

#### **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.

##### **3.1.1 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.

##### **3.1.2 Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation,

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

Offerors must submit the certifications required under Part 5.



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

### **4.1 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.

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Technical Criteria**

- A) Compliance with the description of all requirements described in Annex «A» attached.
- B) Acceptance of the terms and conditions of the request for a standing offer.
- C) Offerors have to submit with their offer:

Letter of reference from a veterinarian containing the following elements:

- Name of the veterinarian as well as their license number
  - Name of the veterinary clinic as well as their business number
  - The veterinarian must certify:
    - Have visited the bidders kennel in the 3 months preceding closing date of this bid and the date of the visit must be included
    - That the kennel meets the provincial/territorial/state requirements as well as respecting the criminal code:  
<http://www.inspection.gc.ca/animaux/animaux-terrestres/transport-sans-cruaute/lois-provinciales-et-territoriales/fra/1358482954113/1358483058784>, <http://lois-laws.justice.gc.ca/fra/lois/c-46/page-207.html#docCont>
  - That all the dogs seem to be well treated and in good physical and psychological condition (eg: adequate weight for size, sociability, non-aggressive)
  - That he or she recommends this bidder
- D) The offerors must complete and include with the offer the Annex «C» - List of information to be provided - Technical evaluation

**IMPORTANT:**

Only the original letters will be accepted for all the technical criteria requiring a reference.

Canada reserves the right to validate the conformity of the information provided upon a visit of the responsive bidder's premises;

- Verification of the conformity of the veterinarian's attestation.
- Verification of the availability of the sought after breeds.
- Verify that the overall majority of the dogs on site have the instinct and desire to detect/hunt; verifications done according to the CBSA Detector Dogs Training Program methods.

**4.1.2 Requirements related to criteria subject to a point rating**

Offers will be evaluated according to the best price/quality ratio based on a ratio of 65% for the technical offer and 35% for the financial offer.

The total score will be out of 1 000 points (100%).

Technical offer: The maximum number of points for a responsive offer will be of 650 points (65%), as calculated in clause 4.1.3.

Financial offer: The maximum number of points, that is, 350 (35%) will be allocated to the responsive offer which has the lowest total cost (best monetary offer), calculated in clause 4.1.4, and the other offer will be prorated accordingly.

We consider that the offer that obtains the highest score when the number of points or the technical and financial offers are added represents the best price/quality ratio for Canada.

**4.1.3 Point Rated Technical Criteria**

Following are the criteria used for the technical evaluation of the offer.

The weighting factors below (Value Scale) will be applied to each enumerated criteria in the Annex «C».

**ANNEX «C»**  
**TECHNICAL EVALUATION CRITERIA**

Evaluation of Point Rated Technical Criteria			
Technical criteria	Scale	Points	Check
1. <b>Number of years of experience in the training of detection and/or hunting dogs</b> – presentation of a letter of confirmation from an employer, documentation confirming the opening date of your dog training business or any other document that could attest to your years of experience	0 to 12 months	0 pt	
	13 to 36 months	3 pts	
	37 to 60 months	5 pts	
	61 months and more	7 pts	
2. <b>Number of dogs per year trained for detection and/or hunting</b> – presentation of a training register, sales contract or any other documentation that can attest that the dogs were under your responsibility for training	0 dogs	0 pt	
	1 to 7 dogs	2 pts	
	8 to 15 dogs	3 pts	
	16 to 23 dogs	5 pts	
	24 dogs and more	6 pts	
3. <b>Number of years of experience in breeding (raising) detection and/or hunting dogs</b> – presentation of birth documents and/or purchase of the first breeding dogs and/or the birth papers of the first born litter	0 to 12 months	0 pt	
	13 to 36 months	2 pts	
	37 to 60 months	3 pts	
	61 months and more	5 pts	
4. <b>Number of dogs sold to law enforcement agencies as working dogs (in the last five years)</b> presentation of invoices/sales contracts will be required	0 dogs	0 pt	
	to 5 dogs	1 pt	
	6 to 10 dogs	2 pts	
	11 to 15 dogs	3 pts	
	16 dogs or more	4 pts	
5. <b>Accessibility to a training site/field in order to develop agility and socialisation of the dogs</b> – Presentation of a photos showing this requirement	Off site	1 pt	
	On site	2 pts	
	Off and on site	3 pts	
Total			/25 pts

NB. The closing date for bids will be considered as the reference date for the calculation of the periods specified above.

### **Calculation of the Technical Value**

Final score - Technical offer

Example of the allocation of points for the technical offer using the formula below:

Total technical value of each company X 650 points  
Highest total technical value (65\*)

\* The number 65 comes from the sum of all the points granted to the criteria enumerated in the Annex «C».

	Mandatory criteria met ?	Total technical value	Final scored using the above formula	Comment
Company C	yes	15	150	
Company Z	yes	10	100	
Company E	yes	20	200	
Company A	no			Non-responsive tender

#### **4.1.4 Final Score - Financial offer**

We will calculate the total estimated value of the standing offer, on three (3) years period by multiplying the quantity and the price of each item describes in the Annex «B» - Basis of payment.

The Standing Offer estimated value for the three (3) years will be used as a reference to allocate the number of points for the price.

Example of points allocated for the price using the formula below:

Lowest estimated value of the offer for three (3) years (reference) X 350 points  
Estimated value of the offer for three (3) years for each company

	Mandatory criteria met ?	Estimated value for three (3) years	Final Score using the above formula	Comment
Company C	yes	600,000\$	306.25	
Company Z	yes	525,000\$	350	Lowest estimated value for three (3) years (reference)
Company E	yes	675,000\$	272.22	
Company A	no			Non-responsive tender

#### **4.1.5 Financial Evaluation**

##### **4.1.5.1**

SACC Manual Clause [M0222T](#) (2013/04/25), Evaluation of Price

#### **4.2 Basis of Selection - Highest Combined Rating of Technical Merit and Price**

##### **4.2.1 SACC Manual Clause [M0035T](#) (2007/05/25), Basis of Selection**

1. To be declared responsive, an offer must:
  - A) Comply with all the requirements of the Request for Standing Offers and
  - B) Meet all mandatory technical evaluation criteria.
2. Offers not meeting (a) or (b) will be declared non-responsive.
3. The evaluation will be based on the highest responsive combined rating of technical merit and price. The ratio will be 65% for the technical merit and 35% for the price. Please refer to article 4.1.2.
4. To establish the technical merit score, the overall technical score for each responsive offer will be determined as per article 4.1.3.
5. To establish the pricing score, each responsive offer will be evaluated as per article 4.1.4.
6. For each responsive offer, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive offer obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive offer with the highest combined rating of technical merit and price will be recommended for issuance of a standing offer.

We plan to issue a maximum of four (4) Standing Offers.

1st Row: Lower tenderer, combined note (40% of the budget)  
2nd Row: 2<sup>nd</sup> lower tenderer, combined note (25% of the budget)  
3rd Row: 3rd lower tenderer, combined note (20% of the budget)  
4th Row: 4th lower tenderer, combined note (15% of the budget)

The calculation of unit prices will be made for three (3) years.

The lowest price will be determined by the total value of unit prices applied to the quantities estimated for the period of three (3) years.

Example of calculation of the combined score:

The table below illustrates an example where three (3) offers are responsive and the selection of the contractor is determined by a 350 points / 650 points ratio of price and technical merit, respectively.

	Mandatory criteria met?	Score		Total points	Rank	Comment
		Price	Technical			
Company C	yes	306.25	150	456.25	2	
Company Z	yes	350	100	450	3	
<b>Company E</b>	yes	272.22	200	<b>472.22</b>	<b>1</b>	<b>* Highest combined score</b> <b>* Issuance of a standing offer</b>
Company A	no					Non-responsive 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.

### 5.1 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 inform the Offeror of a time frame within which to provide the information. Failure to comply with the request of the Standing Offer Authority and to provide the certifications within the time frame provided will render the offer non-responsive.

### **5.1.1 Integrity Provisions - Associated Information (Refer to Annex «D» attached)**

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.

### **5.1.2 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](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 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS**

### **6.1 Security Requirements**

This requirement does not include Security Requirements.

## **PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

### **A. STANDING OFFER**

#### **7.1 Offer**

**7.1.1** The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex "A" attached.

#### **7.2 Security Requirements**

**7.2.1** This Request for a Standing Offer does not include Security Requirements.

#### **7.3 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.

##### **7.3.1 General Conditions**

2005 (2014/09/25) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

## 7.4 Term of Standing Offer

### 7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is **from the date of issue and for a period of 24 months.**

### 7.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for one (1) additional twelve (12) months period, from \_\_\_\_\_ to \_\_\_\_\_ *(Will be completed at time of issuance of resulting standing offer)* 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 90 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

## 7.5. Authorities

### 7.5.1 Standing Offer Authority

Émile Guernon  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Quebec Regional Office  
800 de la Gauchetière Ouest, suite 7300, Montréal (Québec), Canada, H5A 1L6  
Telephone: (514) 496-3585  
Facsimile: (514) 496-3822  
E-mail address: emile.guernon@tpsgc-pwgsc.gc.ca

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

### 7.5.2 Offeror's Representative

***(The Offeror's Representative will be identified in the Standing Offer.)***

Name and telephone number of the person responsible for :  
**General enquiries & Delivery follow-up**

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

Telephone No: \_\_\_\_\_

Facsimile No: \_\_\_\_\_

E-mail address: \_\_\_\_\_



Solicitation No. - N° de l'invitation  
47022-151957/A  
Client Ref. No. - N° de réf. du client  
47022-15-1957

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MTA-4-37194

Buyer ID - Id de l'acheteur  
MTA550  
CCC No./N° CCC - FMS No./N° VME

---

**7.5.3 Contact at Customer Department**  
*(to be completed by Canada at the time of award)*

For all information related to invoicing and/or payments you may communicate with:

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

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

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

E-mail address: \_\_\_\_\_

**7.6 Identified Users**

The Identified User authorized to make call-ups against the Standing Offer is: \_\_\_\_\_.

**7.7 Call-up Instrument**

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

**7.8 Limitation of Call-ups**

Individual call-ups against the Standing Offer must not exceed 50 000.00\$ (Applicable Taxes included).

**7.9 Financial Limitation**

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of (will be completed at time of issuance of the resulting standing offer) \$\_\_\_\_\_ (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 **three (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.

**7.10 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 (2014/09/25), General Conditions - Standing Offers - Goods or Services

- d) the general conditions 2010A (2014/11/27), General Conditions - Standing Offers - Goods (Medium – Complexity)
- e) Annex «A», Statement of Requirements;
- 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*).

## 7.11 Certifications

### 7.11.1 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.

### 7.12 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 \_\_\_\_\_.  
(*Will be completed at time of issuance of the resulting standing offer*).

## 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.

### 7.1 Statement of Requirement

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

### 7.2 Standard Clauses and Conditions

#### 7.2.1 General Conditions

2010A (2014-11-27), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16, Interest on Overdue Accounts, of 2010A (2014-11-27), General Conditions - Goods (Medium Complexity) will not apply to payments made by credit cards.

### 7.3 Term of Contract

#### 7.3.1 Delivery Date

Delivery must be made within a **maximum of 48 hours** from receipt of a call-up against the Standing Offer.

Solicitation No. - N° de l'invitation  
47022-151957/A  
Client Ref. No. - N° de réf. du client  
47022-15-1957

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MTA-4-37194

Buyer ID - Id de l'acheteur  
MTA550  
CCC No./N° CCC - FMS No./N° VME

---

## **7.4 Payment**

### **7.4.1 Basis of Payment**

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

### **7.4.2 SACC Manual Clauses**

A2000C	Foreign Nationals (Canadian Contractor)	2006/06/16
A2001C	Foreign Nationals (Foreign Contractor)	2006/06/16
C2000C	Taxes - Foreign-based Contractor	2007/11/30

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

The following credit card is accepted: \_\_\_\_\_.

**OR**

The following credit cards are accepted: \_\_\_\_\_ and \_\_\_\_\_.

## **7.5 Invoicing Instructions**

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

Invoices must be distributed as follows:

The original and one (1) copy must be forwarded to one of the address shown below for certification and payment.

## **7.6 Insurance**

*SACC Manual* clause G1005C (2008/05/12), Insurance

**Annex «A»**

**Statement of Requirements**

**Refer to attached document**

////////////////////////////////////

**Annex «B»**

**Basis of payment**

**Refer to attached document**

////////////////////////////////////

**Annex «C»**

**Point Rated Evaluation Technical Criteria**

**Refer to attached document**

////////////////////////////////////

Buyer ID - Id de l'acheteur  
MTA550  
CCC No./N° CCC - FMS No./N° VME

# REQUEST FOR A STANDING OFFER NO. 47022-151957/A

## ANNEX «A»

### STATEMENT OF REQUIREMENTS

<b>TITLE</b>	Dog Procurement
<b>OBJECTIVE</b>	Produce working dogs under a Standing Offer (SO) valid for 2 years with 1 year of option for the Detector Dog Training Program (DDTP)
<b>BACKGROUND</b>	<p>The CBSA's Detector Dog Service (DDS) program has been in operation since 1978. At that time, Canada Customs responded to the identified need of providing front-line officers with a more effective method of detecting and interdicting narcotics and firearms.</p> <p>The program's reach has extended in recent years, with dogs being used to detect items other than drugs and firearms. In 2003, a currency detector dog pilot project was launched to help CBSA officers with their authorities under the <i>Proceeds of Crime (Money Laundering) and Terrorist Financing Act</i>. The currency detector dog teams have now become part of the DDS program.</p> <p>Since January 2005, the DDS program has included food, plant and animal detector dog teams from the Canadian Food Inspection Agency.</p> <p>The CBSA has very high standards for its dogs; each dog is submitted to a series of skill, ability and agility evaluation processes to determine if it will be accepted into the DDTP.</p>
<b>SCOPE</b>	<p>The CBSA is looking to purchase approximately 20 to 50 dogs a year to fulfil the programs requirements. The program requires high quality dog to ensure the success of the program; the dog must meet the following criteria:</p> <ul style="list-style-type: none"><li>• Gun Dog Retriever breeds (also known as Hunting dogs) – primarily black, chocolate and blonde (yellow or golden) Labrador Retrievers, Golden Retrievers, Springer Spaniels, may also require a few Beagles on occasion, etc.</li><li>• 10 to 24 months old</li><li>• Good health condition, including, without limiting to:<ol style="list-style-type: none"><li>1. be free of hip dysplasia – testing at the age of 12 months (approximately) done by CBSA contracted veterinarian</li><li>2. not have an overshot or undershot jaw</li><li>3. have full dentition,</li><li>4. not be no monorchid or cryptorchid</li><li>5. must provide the vets health book for the dog upon delivery</li></ol></li><li>• Size: approximately 15-40 kg</li><li>• Natural ability and desire to retrieve</li><li>• Alert</li></ul>

## REQUEST FOR A STANDING OFFER NO. 47022-151957/A

	<ul style="list-style-type: none"> <li>• Not nervous or afraid of loud sounds</li> <li>• Good sociability with humans; no signs of aggressiveness</li> <li>• Energetic</li> <li>• Playful; likes to play with toys i.e. Kong, ball or other type of retrieval object</li> <li>• Accustomed to traveling in a car (inside a cage)</li> <li>• Accustomed to kennel living</li> </ul> <p>A yearly estimation in terms of dog needs will be given by the 1<sup>st</sup> of May of every year.</p> <p>The CBSA will endeavor to confirm their needs two (2) month prior to the desired delivery date</p> <p>Once the need in terms of dogs is confirmed, the breeder must confirm availability within 48 hours.</p> <p>The breeder/shelter will incur the price of transportation to and from (when applicable) the CBSA Kennel</p>
<b>TASKS</b>	<p>Must train the dogs to recognize the “sit” command  Socialize the dogs to urinate and defecate outside  Must submit updated health record to CBSA</p> <p><u>1- Vaccines:</u></p> <ul style="list-style-type: none"> <li>• Rabies (received within the previous year)</li> <li>• DA2PPV (received within the previous year)</li> <li>• Leptospirosis (received within the previous year)</li> <li>• Bordatella (received within the previous 6 months)</li> </ul> <p><u>2- Treatment:</u></p> <ul style="list-style-type: none"> <li>• Deworming (interceptor, sentinel, revolution)</li> </ul> <p><u>3- Sterilization of females</u></p>
<b>CONSTRAINTS</b>	<p>The dogs cannot be aggressive nor have an aggressive image as they will be service dogs working in the public, often in the presence of children.</p> <p>The dogs must be delivered to the CBSA college (475 chemin Grande-Ligne, Rigaud, QC, J0P 1P0) during regular working hours.</p> <p>Once at the CBSA College, if, within 90 days, the dog doesn’t meet the criteria of the Detector Dog Training Program mentioned above or doesn’t demonstrate the capabilities to complete the detection work necessary to be certified as a CBSA Detector Dog, it is returned to the supplier and replaced or reimbursed by the supplier.</p> <p>Each dog purchased must have a one (1) year health warranty for all congenital diseases; in such cases the dog will be replaced at no cost to CBSA</p>

## REQUEST FOR A STANDING OFFER NO. 47022-151957/A

---

	Dog must never be rewarded with food  Dog must never be fed table food
<b>CLIENT SUPPORT</b>	The CBSA is available to pick-up dogs, during regular working hours, at the Montreal Trudeau Airport if needed.
<b>DELIVERABLES</b>	It is expected that the required dog be delivered according to the established deadlines and requests.



# REQUEST FOR A STANDING OFFER NO. 47022-151957/A

---

## ANNEX «B»

### BASIS OF PAYMENT

**1st Firm Year: From the date of issue and for a period of 12 months.**

Description	Max. quantity per year	Unit price Appl. Taxes extra	Total Appl. Taxes extra
Hunting Dogs (Acceptable breeds as mentioned in Annex A)	50	\$ _____	\$ _____

**2nd Firm Year: From the end of the 1st year and for a period of 12 months.**

Description	Max. quantity per year	Unit price Appl. Taxes extra	Total Appl. Taxes extra
Hunting Dogs (Acceptable breeds as mentioned in Annex A)	50	\$ _____	\$ _____

**3rd Year (Option): From the end of the 2<sup>nd</sup> year and for a period of 12 months.**

Description	Max. quantity per year	Unit price Appl. Taxes extra	Total Appl. Taxes extra
Hunting Dogs (Acceptable breeds as mentioned in Annex A)	50	\$ _____	\$ _____

**Note:** The evaluation will be based on the total value for 3 years. The prices should not include applicable taxes.

# REQUEST FOR STANDING OFFER NO. 47022-151957/A

## ANNEX «C» TECHNICAL EVALUATION CRITERIA

Evaluation of Point Rated Technical Criteria			
Technical criteria	Scale	Points	Check
1. <b>Number of years of experience in the training of detection and/or hunting dogs</b> – presentation of a letter of confirmation from an employer, documentation confirming the opening date of your dog training business or any other document that could attest to your years of experience	0 to 12 months	0 pt	
	13 to 36 months	3 pts	
	37 to 60 months	5 pts	
	61 months and more	7 pts	
2. <b>Number of dogs per year trained for detection and/or hunting</b> – presentation of a training register, sales contract or any other documentation that can attest that the dogs were under your responsibility for training	0 dogs	0 pt	
	1 to 7 dogs	2 pts	
	8 to 15 dogs	3 pts	
	16 to 23 dogs	5 pts	
	24 dogs and more	6 pts	
3. <b>Number of years of experience in breeding (raising) detection and/or hunting dogs</b> – presentation of birth documents and/or purchase of the first breeding dogs and/or the birth papers of the first born litter	0 to 12 months	0 pt	
	13 to 36 months	2 pts	
	37 to 60 months	3 pts	
	61 months and more	5 pts	
4. <b>Number of dogs sold to law enforcement agencies as working dogs (in the last five years)</b> presentation of invoices/sales contracts will be required	0 dogs	0 pt	
	to 5 dogs	1 pt	
	6 to 10 dogs	2 pts	
	11 to 15 dogs	3 pts	
	16 dogs or more	4 pts	
5. <b>Accessibility to a training site/field in order to develop agility and socialisation of the dogs</b> – Presentation of a photos showing this requirement	Off site	1 pt	
	On site	2 pts	
	Off and on site	3 pts	
Total			/25 pts

NB. The closing date for bids will be considered as the reference date for the calculation of the periods specified above.