

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

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St./11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau
Québec
K1A 0S5
Bid Fax: (819) 997-9776

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet Labels/Etiquettes	
Solicitation No. - N° de l'invitation 45045-140036/A	Date 2015-04-07
Client Reference No. - N° de référence du client 000005458	
GETS Reference No. - N° de référence de SEAG PW-\$\$CW-020-67101	
File No. - N° de dossier cw020.45045-140036	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-05-19	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Werk(cw), Janet	Buyer Id - Id de l'acheteur cw020
Telephone No. - N° de téléphone (613) 998-3968 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: STATISTICS CANADA RECEIVING AT JEAN TALON BLDG LOADING DOCK PARKDALE AVE OTTAWA Ontario K1A0T6 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Communication Procurement Directorate/Direction de
l'approvisionnement en communication
360 Albert St./ 360, rue Albert
12th Floor / 12ième étage
Ottawa
Ontario
K1A 0S5

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
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

45045-140036/A

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

000005458

Amd. No. - N° de la modif.

File No. - N° du dossier

cw02045045-140036

Buyer ID - Id de l'acheteur

cw020

CCC No./N° CCC - FMS No/ N° VME

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TITLE: Cryogenic Labels

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into six parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided; and
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work and the Basis of Payment.

1.2 Summary

This request for proposal is to supply and deliver to Statistics Canada **Cryogenic Labels** as per the Annex A Statement of Work (SOW).

First Delivery is to be by November 6, 2015.

Contract expires December 31 2016 with two (2) one (1) year options to renew.

PROPOSALS NOT MEETING ALL OF THE MANDATORY REQUIREMENTS WILL BE CONSIDERED NON RESPONSIVE AND GIVEN NO FURTHER CONSIDERATION.

There is no security requirements associated with this requirement.

The requirement is subject to a preference for Canadian goods and/or services.

As per the Integrity Provisions under section 01 of *Standard Instructions 2003*, bidders 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.

For services requirements, Bidders must provide the required information as detailed in article 2.3 of Part 2 of *the bid solicitation*, in order to comply with Treasury Board policies and directives on contracts awarded to former public servants.

The requirement is subject to a preference for Canadian goods and/or services.

Comprehensive Land Claims Agreement(s) (CLCAs) are not applicable to this procurement.

1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation 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.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2014-09-25) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.2 Submission of Bids

Bids 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 bid solicitation.

Bids transmitted by facsimile to **PWGSC will be accepted.**

2.3 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 FPSs, 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 FPSs 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.

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **ten (10)** (janet.werk@pwgsc-tps qc.ca) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders 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 the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

2.5 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Ontario.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, 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 bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that bidders provide their bid in separate sections as follows:

Section I: Technical Bid (mandatory requirements - 1 hard copy)

Section II: Financial Bid (2 hard copies)

Section III: Certifications (1 hard copy)

Section IV: Additional Information (1 hard copy)

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

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

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, bidders 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 Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II: Financial Bid

- 3.1.1 Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B" in Canadian dollars. **The resulting contract will be award in Canadian dollars.** The total amount of Applicable Taxes must be shown separately.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

Section IV: Additional Information

3.1.2 Bidder's Proposed Site(s)

3.1.2.1 The Bidder must provide the full address(es) of the Bidder's and proposed individual(s)' site(s) or premises for which are required for Work Performance:

Name;
Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory /State
Postal Code / Zip Code

What work will be performed at this location?

3.2 Integrity Provisions

As per the Integrity Provisions under section 01 of Standard Instructions [2003](#), bidders 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.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

4.1.1.1. Mandatory Technical Criteria

M.1 CORPORATE EXPERIENCE

The Bidder must demonstrate that it has been contractually bound for at least two (2) contracts to an external* client (outside of the Bidder's own company) to provide **Cryogenic Labels**. At least one (1) contract must have been to provide a minimum quantity of 100 rolls of a minimum of 150 sheets that contain **Cryogenic Labels**, and were delivered in a single shipment to at least one destination. At least one (1) Contract must demonstrate that the Bidder provided Cryogenic Labels that are able to continue to adhere in wet or dry conditions, with temperature extremes of +25C to -86C.

The Contract must have been completed since April 1, 2010.

During the evaluation no corporate experience gained through internal** clients will be accepted or reviewed.

In order to demonstrate that the Bidder meets the mandatory requirements, the Bidder must provide the following information for each contract:

- i) the quantity of Cryogenic Labels provided by the Bidder;

-
- ii) a description of the Cryogenic Labels provided by the Bidder must include and demonstrate that they meet the above
 - a) the number of sheets contained in the roll;
 - b) the number of labels across;
 - c) the environmental and temperature condition range that the labels can endure for a period of time.
 - iii) the completion date of the Contract;
 - iv) the Client information for the Contract

* **"External client(s)"** is defined as clients exterior to the Bidder's own legal entity (or joint venture partnership) and excludes the parent, subsidiaries or other affiliates of the Bidder.

** **"Internal client(s)"** is defined as clients within the Bidder's own legal entity (or joint venture partnership) and includes the parent, subsidiaries and other affiliates of the Bidder.

PROPOSALS NOT MEETING ALL OF THE MANDATORY REQUIREMENTS WILL BE CONSIDERED NON RESPONSIVE AND GIVEN NO FURTHER CONSIDERATION.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

SACC Manual Clause A0220T (2014-06-26), Evaluation of Price

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

4.2 Basis of Selection

A bid must comply with the requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and associated information to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Precedent to Contract Award and Certifications Required with the Bid

5.1.1 Certifications Precedent to Contract Award

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

5.1.1.1 Integrity Provisions - Associated Information

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions [2003](#). The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

5.1.1.1.1 As per the Section 01 Integrity Provisions - Bid of Standard Instructions [2003](#), Bidders should provide a list of all owners and/or Directors and other associated information as required with their bid.

5.1.1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder 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 \(ESDC\) - Labour's](#) website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of contract award.

5.1.3 Additional Certifications Precedent to Contract Award

5.1.3.1 Canadian Content Certifications

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the good(s) offered are Canadian goods, as defined in clause [A3050T](#), may be considered.

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Failure to provide this certification completed with the bid will result in the good(s) offered being treated as non-Canadian goods.

The Bidder certifies that:

() the good(s) offered are Canadian goods as defined in paragraph 1 of clause [A3050T](#).

Contractor's Representative (to be filled out)

Account/Project Manager

and

Back up and delivery follow up

Name: _____
Title: _____
Telephone no.: _____
Facsimile no.: _____
E-mail address: _____

PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

6.2 Standard Clauses and Conditions

All clauses and conditions identified in the Contract 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.

6.2.1 General Conditions

[2030](#) (2014-09-25), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

6.3 Security Requirements

6.3.1 There is no security requirement applicable to this Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from _____ to December 31 2016 inclusive.

6.4.1.1 Delivery Date

First delivery of 225 rolls must be received on or before November 6 2015
Second delivery of 225 rolls must be received on or before October 6 2016.

Orders during the option years confirming the required numbers will be put in place at least 3 months in advance before delivery. It is anticipated that delivery during the option years will be in October of the respective year.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 10 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

6.5 Authorities

6.5.1 Contracting Authority

Janet Werk
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Communication Procurement Directorate
12th Floor, 360 Albert Street
Ottawa, ON K1A 0S5
Telephone: 613-993-3968 E-mail: janet.werk@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Project / Technical Authority

The Project/Technical Authority for the Contract is:

[In its absence, the Project Authority is:](#)

[The information will be provided in the contract.](#)

The Project/Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Invoicing Authority

[The information will be provided in the contract.](#)

6.5.4 Contractor's Representative (to be filled out)

Account/Project Manager	and	Back up and delivery follow up
Name: _____		_____
Title: _____		_____
Telephone no.: _____		_____
Facsimile no.: _____		_____
E-mail address: _____		_____

6.6 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.

6.7 Payment

6.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a *firm unit price(s)* (in [Canadian Dollars](#)), as specified in Annex "B" for a cost of \$ (insert the amount at contract award) [Canadian](#). Customs duties are [included](#) and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.7.2 Limitation of Price

SACC Manual clause C6000C (2011/05/16) Limitation of Price

6.7.3 Multiple Payments

ACC Manual clause H10010C (2008-05-12) Multiple Payments.

6.8 Invoicing Instructions

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.

6.8.1 Invoices must be distributed as follows:

- (a) The original must be forwarded to the consignees for certification and payment:

- (b) One (1) copy must be forwarded to:
Public Works and Government Services Canada
Communication Procurement Directorate
Attn: Janet Werk janet.werk@pwgsc-tpsgc.gc.ca

- (c) One (1) copy must be forwarded to: Address to be provided in the contract.

6.9 Certifications

6.9.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

6.9.2 SACC Manual Clauses

SACC Manual clause A3060C (2008-05-12) Canadian Content Certification.

6.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

6.11 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 Articles of Agreement;
- (b) the general conditions conditions 2030 (2014-09-25) General Conditions - Higher Complexity - Goods;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____.

6.12 Insurance

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

6.13 SACC Manual Clauses

THE FOLLOWING TERMS AND CONDITIONS ARE INCORPORATED HEREIN.

P1005C	Packaging and packing of Printed Products	01/11/2010
B7500C	Excess Goods	16/06/2007
D5328C	Inspection and Acceptance	2014-06-26

ANNEX "A"

STATEMENT OF WORK

TITLE: Cryogenic Labels

A.1 Description

For the supply and delivery of cryogenic labels for Statistics Canada, Ottawa, Ontario.

A.2 Background

The Canadian Health Measures Survey is a national survey that uses mobile clinics to collect blood and urine samples. These samples are then processed for shipment and shipped to national labs for analysis. The tubes and vials of each respondent must be identified by our unique identifier for that specific respondent and test. Labels are printed in the mobile clinic and applied to the tubes and vials prior to storage in fridges and -30C freezers. When shipped, the samples are shipped on wet (-20C) or dry ice (-80C). At the national analytical labs, the samples are thawed for processing.

The tubes can be destroyed, re-frozen, or sent to the biobank for storage. The label that was first applied in the mobile clinic is used continually throughout the process, and must be able to withstand and adhere through all stages and life of the process. The biobank is planned for 40 years of storage. The labels must be able to continue to adhere in wet or dry conditions, with temperature extremes of +25C to -86C.

A.3 Quantities

225,000 units x **3 across labels:**
15,030 labels/case
30 rolls/case
501 labels/roll

A.4 Printer Compatibility

The labels and tubes must be compatible with Zebra TLP3842, Zebra Gx420t and Zebra Gx430t. The labels must use Zebra resin ribbon. The rolls must be roll under type.

A.5 Environmental Compatibility

The labels must be able to handle various temperatures and must continue to adhere to the vials and tubes that they have been assigned. The vials will be frozen, thawed, and re-frozen and the labels must be able to withstand these conditions. The adhesive must be suitable for clean, dry vials at room temperature as well as previously frozen vials, including frozen at extreme temperatures.

The vials could be stored in a fridge with temperatures between 2 and 8 degrees Celsius. They could also be stored in a freezer as cold as -86 degrees Celsius.

A.6 Readable

The numbers that have been printed on the labels by Statistics Canada must be readable at all times. The numbers and barcodes printed must be clear so they can be effectively held and scanned without smudging or any modifications occurring even when the vials are frozen or kept in extreme temperatures.

A.7 Label Size

The labels must be the following dimensions in order to be compatible with all equipment.

A.7.1 Front

A – 1mm (*distance between the side of the label and the label sheet*)

B – 2.5cm (*width of each individual label*)

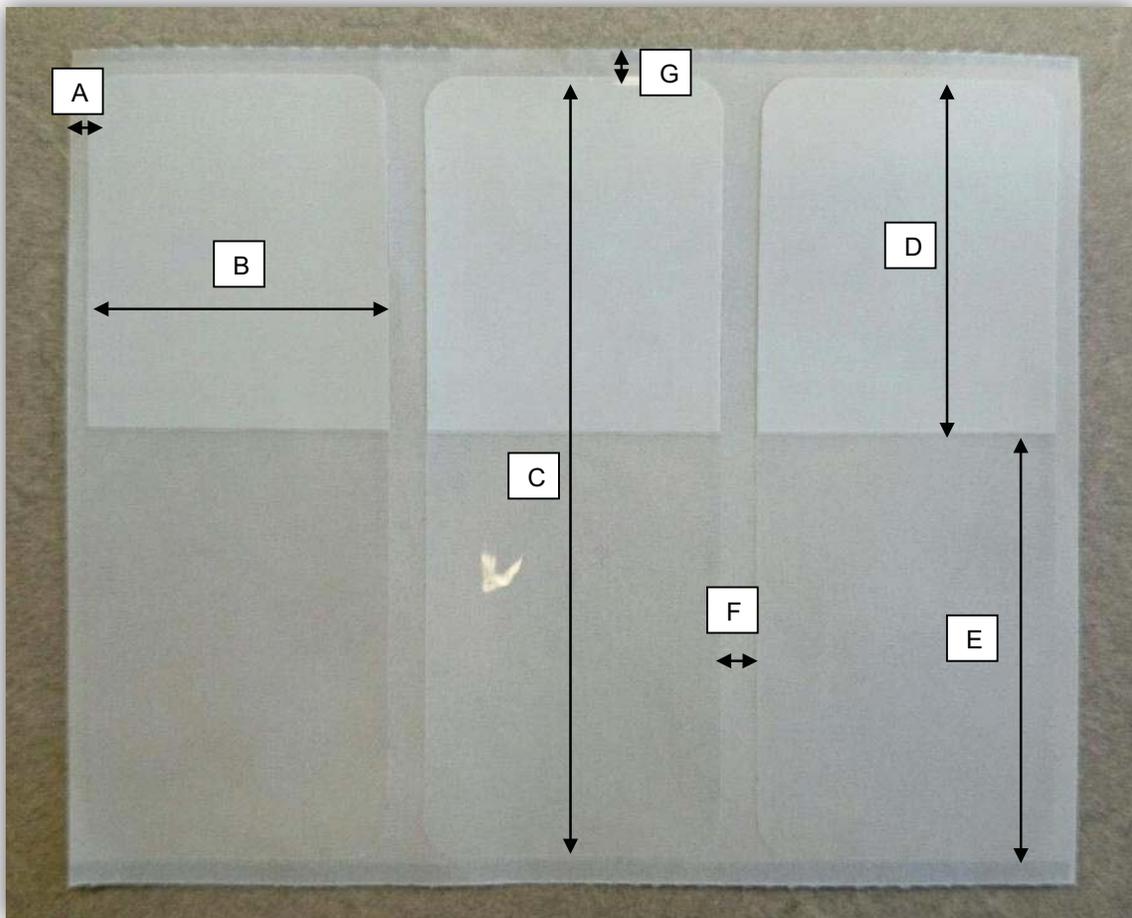
C – 6.7cm (*length of the label*)

D – 3.1cm (*length of the white section of the label*)

E – 3.6cm (*length of the clear section of the label*)

F – 3mm (*distance between each label*)

G – 3mm (*distance between the top of the label and the label sheet*)

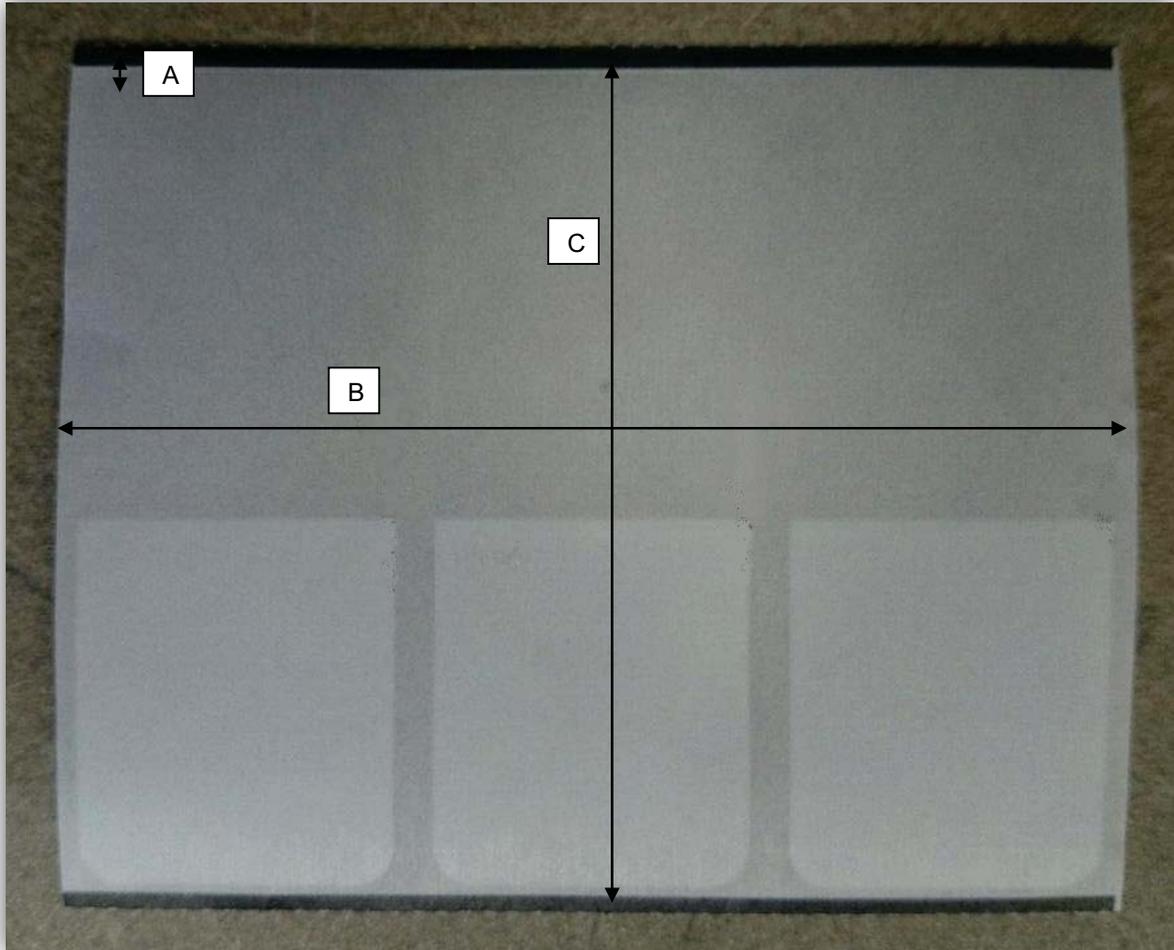


A.7.2 Back

A – 3mm (*length of the read bar*)

B – 8.6cm (*width of label sheet*)

C – 7.3cm (*length of the label sheet*)



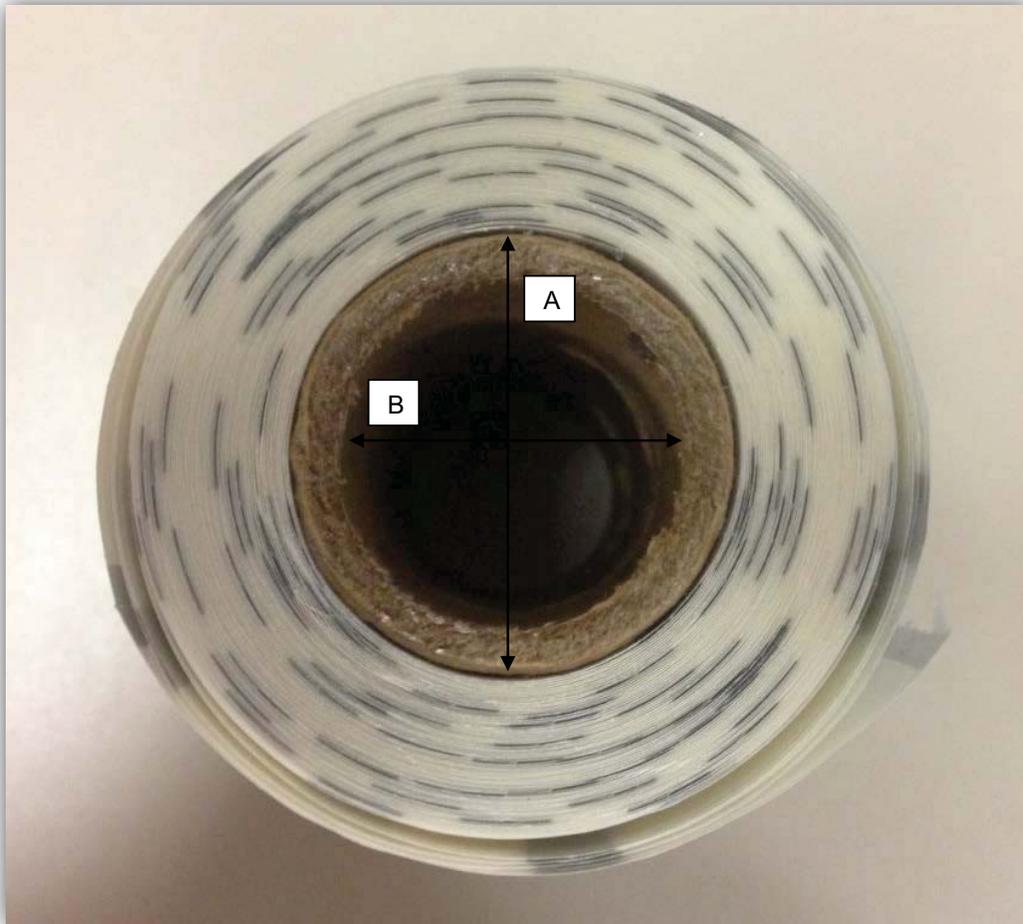
A.7.3 Tube Size

The tube should be compatible with the printers listed below and should be the following dimensions.

A.7.3.1 Top

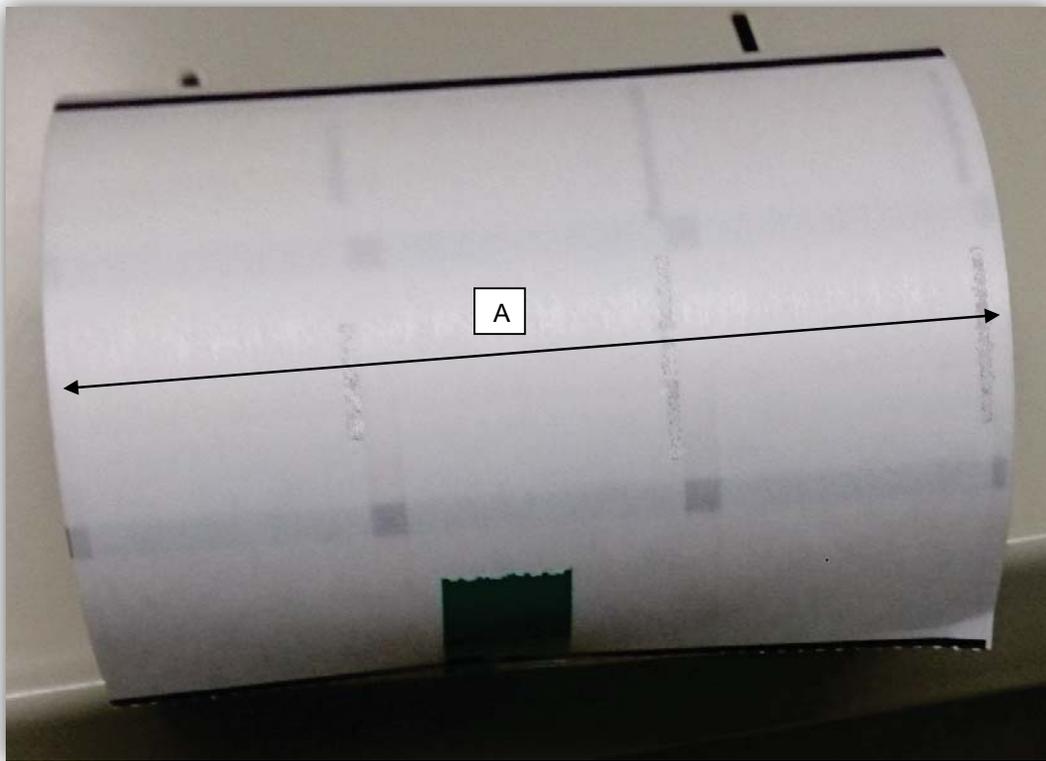
A – 3.3cm (*diameter of the tube*)

B – 2.5cm (*diameter of the inside of the tube*)



A.7.3.2 Side

A – 8.6cm (*length of the tube*)



A.7.3.3 Amount per Roll

The rolls must contain 501 labels.

A.8 Vial/Tube Compatibility

These labels will be used on cryogenic and micronic vials and tubes. The labels must be compatible with the size of the tubes and the material that is used to construct them.

A.9 Production Overrun / Underrun

No production underruns will be accepted. No production overruns will be accepted. If overruns are delivered, they will be returned to the Contractor or accepted at no cost to Canada.

A.10 Prior to Delivery

A.10.1 Samples Approval

Ten (10) sample sheets of labels must be forwarded to:

National Capital Region (NCR) Address to be provided in the contract.

A.11 Packaging / Shipping / Labeling :

The Contractor must package the item in quantities of

- Each box, carton, package shall be labelled showing in block letters at one end the quantity of contents, size, title, form number, purchase order number and if applicable serial number.
- For all shipment exceeding 0.566 m³ or 15.88 kg (20ft³ or 35 lbs), except for those shipped by courier, the following shall apply:

The Contractor shall strap, and if necessary wrap, shipments on standard 1.22 m x 1.02 m (48 in. X 40 in.) wood pallets. The four-way forklift entry pallet shall be supplied at no charge for Statistics Canada. Total height, including pallet shall not exceed 1.19 m (47 in). The pallet load shall not extend further than 2.54 cm (1 in.) from any edge of the pallet.

Individual items exceeding 1.22 (48 in.) In length or 453.6 kg (1000 lbs.) shall be secured to larger pallets or shall have 10.16 cm x 10.16 cm (4 in. X 4 in.) Skids securely fastened to the bottom of the item. Skids shall be separated by a minimum of 71.12 cm (28 in.).

- Any exception requires the prior approval of the Contracting Authority.

ANNEX "B"

BASIS OF PAYMENT

Bidders must provide pricing in the format specified in this Annex B - Basis of Payment. Failure to provide prices in the format specified will render the proposal non-responsive.

The Bidder must submit a firm, all inclusive price per Roll (of **Cryogenic Labels** as per the Annex A SOW), in Canadian dollars, FOB destination, HST extra, if applicable.

Prices must include shipping costs to the NCR destination specified in Annex A, as well as all materials and operations (set-up charges, and ten (10) required samples etc.) to supply the final products and ready the items for shipping; transportation charges included.

Cryogenic Labels

1.1 Provision and delivery to the National Capital Region (NCR)

	A. Firm all inclusive price per roll (Canadian dollars)	B. Quantity for evaluation	Total (A * B) (Firm all inclusive price per roll multiplied by Quantity for evaluation)
1.1	\$	225	\$
1.2	\$	225	\$
1.3	No Charge for samples	10	No Charge
Total Evaluation Price			