



Transports
Canada

Transport
Canada

700, Leigh-Capreol Place
Administrative Services
Dorval, Quebec
H4Y 1G7

April 16, 2015

REQUEST FOR STANDING OFFER

Subject: Request for Standing Offer T3003-151001
Standing offer for the environmental audit of airport and port sites in the Quebec Region

Transport Canada has a requirement to establish **up to four (4) standing offers** for the services described in the Terms of Reference presented in Appendix "B".

The standing offers will cover a period of five (5) years from June 1, 2015 to May 31, 2020 with the option of extending the service period for one (1) additional period of two (2) years, as follows: from June 1, 2020 to May 31, 2022.

Each standing offer will have a total value of 1 million dollars CAD, including the applicable taxes and all other related fees, for a global value of four (4) million dollars CAD, including the applicable taxes and all other related fees. Call-ups against the respective standing offers will be issued to submit specific mandates.

This Request for Standing Offer aims to select suppliers capable of providing the services according to the requirements of Transport Canada, Quebec Region's environmental affairs sector. Tenders will be evaluated based on the evaluation criteria and a pre-determined methodology specified in Appendix "J", Evaluation Procedures and Basis of Selection.

If you are interested in this project, we invite you to submit a tender. You will find the procedure to follow in Appendix "L", Instructions to Tenderers.

Closing date and time for the submission of tenders:

May 29, 2015 at 11:00 a.m., Dorval local time.

Location for submitting tenders:

Transport Canada
Contracting and Materiel Services
C/O Mail Room no. 2036
700, Leigh-Capreol Place
Dorval, Quebec
H4Y 1G7

Office hours:

Monday to Friday from 8:00 to 12:00 (noon) and between 13:00 to 15:00.

Please take note that Transport Canada's offices will be closed on Monday, May 18, 2015 for Victoria Day. No tenders can be received on that day.

It is the tenderers' responsibility to deliver their tender prior to tender closing. Tenders will not be accepted after the closure date and time for this Request for Standing Offer. They will be returned to the sender unopened.

Tenders submitted by fax, e-mail or Internet will not be accepted.

Tenders that do not meet the MANDATORY requirements will not be considered. The financial proposal will be returned unopened.

The Offer of Services, Annex "A" must be signed as per the Requirements for Signature specified in Appendix "K".

Question period:

Questions with respect to the meaning or intent of the Request for Standing Offer documents, or requests for correction of any apparent ambiguity, inconsistency or error in the documents, **must be submitted in writing before noon (12:00 p.m.) on May 15, 2015** by e-mail or fax to:

Sonia Lemire
Senior Materiel and Contracting Officer
Contracting and Materiel Services
Transport Canada
E-mail: sonia.lemire@tc.gc.ca
Fax: 514-633-2925

All questions and answers will be presented as an addendum to the Request for Standing Offer and will be published on the Government Electronic Tendering Service (GETS) website.

LIST OF DOCUMENTS PERTAINING TO THE REQUEST FOR STANDING OFFER

Offer of Services.....	Appendix "A"
Terms of Reference.....	Appendix "B"
General Conditions	Appendix "C"
Supplementary Conditions Regarding Intellectual Property.....	Appendix "D"
Supplementary Conditions Regarding Confidentiality.....	Appendix "E"
Supplementary Conditions Regarding Insurance	Appendix "F"
Contractor's Declaration.....	Appendix "G"
Contractor's Responsibilities Regarding Official Languages.....	Appendix "H"
Federal Contractors Program for Employment Equity.....	Appendix "I"
Evaluation Procedures and Basis of Selection	Appendix "J"
Requirements for Signature.....	Appendix "K"
Instructions to Tenderers.....	Appendix "L"