

**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 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
Industrial Vehicles & Machinery Products Division
11 Laurier St./11, rue Laurier
7B1, Place du Portage, Phase III
Gatineau
Québec
K1A 0S5

Title - Sujet Standing Offer - Steel Sheet	
Solicitation No. - N° de l'invitation 21C31-153501/B	Date 2015-06-02
Client Reference No. - N° de référence du client 21C31-153501	GETS Ref. No. - N° de réf. de SEAG PW-\$\$HS-597-67416
File No. - N° de dossier hs597.21C31-153501	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-06-18	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Bourassa, Chantal	Buyer Id - Id de l'acheteur hs597
Telephone No. - N° de téléphone (819)956-6763 ()	FAX No. - N° de FAX (819)956-5227
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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This Request for Standing Offer cancels and supersedes previous Request for Standing Offer number 21C31-153501/A dated 2015-01-17 with a closing date of 2015-04-01 at 2:00 pm. A debriefing or feedback session will be provided upon request to offerors who bid on the previous Request for Standing Offer.

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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:
 - 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 Annex A - Pricing, Annex B – Institutional Access CPIC Clearance Request and Annex C – Quarterly Report Usage.

1.2 Summary

CORCAN - Correctional Service Canada has a requirement to establish a Regional Individual Standing Offer (RISO) for the procurement of steel sheet and steel plate as described in Annex A – Pricing.

The requirement will be for an initial period of one (1) year from the issuance of the RISO, with an option to extend the offer by two (2) additional periods of one (1) year under the same terms and conditions.

As per the Integrity Provisions under section 01 of Standard Instructions [2006](#) and [2007](#) 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.

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

1.3 Security Requirements

There are no security requirements associated with the requirement of the Standing Offer.

At Delivery Time:

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Contractor personnel will be escorted in specific areas of the facility / site as and where required by Correctional Service Canada personnel or the delegated authorized representative.

All the contractor's employees and sub-contractors who will need access to the CSC institutions must complete the CSC-SCC 1279 form (Annex B attached). The CSC reserves the right to refuse access to contractor employees who do not meet the CSC's minimum security standards. No monetary compensation will be provided to the contractor for employees who are refused access.

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

2.2 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.

2.3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) 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.

2.5 Environmental Considerations

Canada is committed to greening its supply chain. In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired.

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Environmental performance considerations include, among other things: the reduction of greenhouse gas emissions and air contaminants; improved energy and water efficiency; reduced waste and support reuse and recycling; the use of renewable resources; reduced hazardous waste; and reduced toxic and hazardous substances. In accordance with the Policy on Green Procurement, for this solicitation:

The successful bidder will be requested, after contract award, to provide all correspondence including (but not limited to) documents, reports and invoices in electronic format unless otherwise specified by the Contracting Authority, the Technical Authority or the Procurement Authority, thereby reducing printed material.

Bidders should recycle (shred) unneeded copies of non-classified/secure documents (taking into consideration the Security Requirements).

Product components used in performing the services should be recyclable and/or reusable, whenever possible.

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 (two (2) hard copies)

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

Section III: Certifications (one (1) hard copy)

Section IV: Additional Information (one (1) hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft 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.

1. SACC Manual Clauses

SACC Reference	Title	Date
B4024T	No Substitute Products	2006-08-15

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Basis of Payment specified in Part 7B and at Annex A – Pricing. The total amount of Applicable Taxes must be shown separately.

Offerors must complete Annex A – Pricing and submit it with their offer.

Offerors must submit firm prices for all items and all destinations, in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, Canadian Custom Duties and Excise Taxes included where applicable and applicable.

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 Risk Mitigation

1. The Offeror may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Offeror claims for an exchange rate adjustment, this request must be clearly indicated in the offer at time of bidding. The Offeror must submit form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments before issuance of a standing offer, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.

2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Offeror and which are to be included in the adjustment amount.

3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).

4. At time of bidding, the Offeror must complete columns (1) to (4) on form [PWGSC-TPSGC 450](#) , for each line item where they want to invoke the exchange rate fluctuation provision. Where offers are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.

5. Alternate rates or calculations proposed by the Offeror will not be accepted for the purposes of this exchange rate fluctuation provision.

Section III: Certifications

Offerors must submit the certifications required under Part 5.

Section IV: Additional Information

Canada requests that bidders submit the following information:

1.1 Best Delivery Date - Offer

While delivery is requested within a maximum of five (5) calendar days from receipts of a call-up document against the Standing Offer, the best delivery that could be offered is as follows:

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Within _____ calendar days from receipt of a call-up against the Standing Offer.

1.2 Supplier's Representatives

Canada requests that Bidders provide information for the contact person responsible for:

General enquiries

Name:

Telephone No:

Facsimile No:

E-mail address:

Delivery follow-up

Name:

Telephone No:

Facsimile No:

E-mail address:

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 Evaluation Criteria - Products Conformance Certification

Offerors must complete the Products Conformance Certification in Part 5.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Evaluation Criteria

The price of the bid must be in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, Canadian Custom Duties and Excise Taxes included where applicable and Applicable Taxes extra.

Offerors must quote a price for all items and for all destinations included in Annex A – Pricing.

To determine the lowest aggregate evaluated price, the following estimated quantity per item and per year will be multiplied by the firm unit price:

Descriptions	Estimated Quantities per year for evaluation purpose only
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 14	8 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 16	20 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 11	6 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 20	5 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 12	1 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 18	10 000 sf
Steel Sheet, hot rolled 4 x 8 ou 4 x 10 ou 5 x 10, gauge 3/16	6 000 sf
Steel Sheet, hot rolled 4 x 8 ou 4 x 10 ou 5 x 10, gauge 1/4	4 000 sf
Steel Sheet HRPO, 4 x 8 ou 4 x 10 ou 5 x 10, gauge 10	21 000 pc
Steel Sheet ASTM A1008, cold rolled 4 x 8 ou 4 x 10 ou 5 x 10, gauge 10	5 000 sf
Steel Plate HR or HRPO 12" x 32" x 3/16"	2 500 plates
Steel Plate HR or HRPO 16" x 30" x 1/8"	1 500 plates

4.2 Basis of Selection

An offer must comply with all requirements of the Request for Standing Offer including the technical and financial evaluation criteria to be declared responsive. The responsive offer with the lowest aggregate evaluated price, including the extended periods, will be recommended for issuance of a Standing Offer.

PART 5 - CERTIFICATIONS

Offerors must provide the required certifications and associated information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default in carrying out any of its obligations under any resulting contracts, if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority may render the Offer non-responsive, may result in the setting aside of the Standing Offer or constitute a default under the Contract.

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

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.

5.1.1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](#)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada-Labour's](#) website.

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

5.2 Additional Certifications Precedent to Standing Offer issuance

5.2.1 Product Conformance

The Offeror certifies that all items proposed conform, and will continue to conform throughout the duration of the standing offer, to the requirement detailed in Annex A - Pricing.

This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

Bidder's authorized representative signature

Date

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PART 6 - FINANCIAL REQUIREMENTS

6.1 Financial Capability

SACC Manual clause [M9033T](#) (2011-05-16) Financial Capability

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 Annex A - Pricing.

7.2 Security Requirements

7.2.1 There is no security requirement applicable to this Standing Offer.

At Delivery Time:

Contractor personnel will be escorted in specific areas of the facility / site as and where required by Correctional Service Canada personnel or by the delegated authorized representative.

All the contractor's employees and sub-contractors who will need access to the CSC institutions must complete the CSC-SCC 1270 form (Annex B attached). The CSC reserves the right to refuse access to contractor employees who do not meet the CSC's minimum security standards. No monetary compensation will be provided to the contractor for employees who are refused access.

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) (<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.

7.3.2 Standing Offers Reporting

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

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex C. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

The 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 fifteen (15) calendar days after the end of the reporting period.

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 _____ to March 31, 2016.

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 two additional period one (1) year, from April 1st 2016 to March 31, 2017 and from April 1st 2017 to March 31, 2018 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 ninety (90) calendar 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

The Standing Offer Authority is:

Name: Chantal Bourassa
Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate
"HS" Division
Place du Portage, Phase III, 7B1
11 Laurier Street
Gatineau, QC K1A 0S5
Telephone : 819-956-6763
Facsimile: 819-956-5227
E-mail address: chantal.bourassa@pwgsc-tpsgc.gc.ca

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

7.5.2 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

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

7.5.3 Offeror's Representative

General enquiries

Name: **to be inserted by PWGSC**

Telephone No.: _____

Facsimile No. : _____

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E-mail address: _____

Delivery follow-up

Name: **to be inserted by PWGSC**

Telephone No. : _____

Facsimile No. : _____

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

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

7.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$40,000.00 (Applicable Taxes included). All individual call-ups against the Standing Offer exceeding \$40,000.00 (Applicable Taxes included) will be forwarded to PWGSC for authorization.

7.9 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **(to be inserted by PWGSC)\$**_____ (*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, apply to and form part of the Standing Offer;.
- d) the general conditions 2010A (2014-11-27), General Conditions - Goods (Medium Complexity);
- e) Annex A - Pricing;
- f) Annex B - Institutional Access CPIC Clearance Request;
- g) Annex C – Quaterly Report Usage;
- h) the Offeror's offer dated _____, "as amended on _____".

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

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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 Quebec.

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 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) will not apply to payments made by credit cards.

7.3 Term of Contract

7.3.1 Delivery Date and Destinations

Delivery must be made within **TO BE INSERTED BY PWGSC** calendar days from receipt of a call-up against the Standing Offer.

7.4 Payment

7.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm prices, in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, Canadian Custom Duties, Excise Taxes included where applicable and Applicable Taxes extra.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision (as applicable).

7.4.1.1 Exchange Rate Fluctuation Adjustment

1. The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Contractor and which are to be included in the adjustment amount.

2. For each line item where a FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the exchange rate fluctuation amount is determined in accordance with the provision of this clause.

3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provisions in the contract. The exchange rate adjustment amount will be calculated in accordance with the following formula:

$$\text{Adjustment} = \text{FCC} \times \text{Qty} \times (i_1 - i_0) / i_0$$

where formula variables correspond to:

FCC

Foreign Currency Component (per unit)

i_0

Initial exchange rate (CAN\$ per unit of foreign currency [e.g. US\$1])

i_1

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exchange rate for adjustments (CAN\$ per unit of foreign currency [e.g. US\$1])

Qty

quantity of units

4. The initial exchange rate is typically set as the noon rate as published by the Bank of Canada on the solicitation closing date.

5. For goods, the exchange rate for adjustment will be the noon rate as published by the Bank of Canada on the date the goods were delivered. For services, the exchange rate for adjustment will be the noon rate on the last business day of the month for which the services were performed. For advance payments, the exchange rate for adjustment will be the noon rate on the date the payment was due. The most recent noon rate will be used for non-business days.

6. The Contractor must indicate the total exchange rate adjustment amount (either upward, downward or no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments.

7. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form [PWGSC-TPSGC 450](#)  (i.e. $[i_1 - i_0] / i_0$).

8. Canada reserves the right to audit any revision to costs and prices under this clause.

7.4.2 SACC Manual Clauses

SACC Reference	Title	Date
C6000C	Limitation of Price	2011-05-16
H1001C	Multiple Payments	2008-05-12

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

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 on the invoice is completed.

2. Invoices must be distributed as follows:

(a) The original and one (1) copy must be forwarded to the same address as the destination specified in the call-up against the Standing Offer for acceptance and payment.

7.6 Insurance Requirements

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

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7.7 SACC Manual Clauses

SACC Reference	Title	Date
A9068C	Government site regulations	2010-01-11
B7500C	Excess Goods	2006-06-16

7.8 Preparation for Delivery

All contractor's employees or sub-contractors that will need to have access to CSC Institutions have to complete Annex B – Institutional access CPIC clearance Request. CSC may refuse access to contractor's employees that do not meet CSC minimal security standards. No monetary compensation will be given to contractor for employees whose access has been denied.

Upon each delivery, a conformity certificate will be required to certify that all steel sheets are in conformity with ASTM standards and must contain at least 15% of post-consumer steel sheet and a maximum of 20% of post-consumer steel sheet.

Steel must be 100% rust exempt.

Delivery truck must be covered.

Delivery must be made on a sunny day.

7.9 Shipping Instructions

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (... at destination). Unless otherwise directed, delivery must be made by the most economical means. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and Applicable Taxes.

2. The Contractor must deliver the goods at destination by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the contact for shipping at the appropriate location shown below. The consignee may refuse shipments when prior arrangements have not been made.

CORCAN – Fabrication Établissement Donnacona
1537, route 138
Donnacona, QC
G3M 1C9
Contact for shipping : TO INSERT AT STANDING OFFER ISSUANCE

CORCAN – Fabrication Établissement Cowansville
400 Chemin Fordyce
C.P. 5000
Cowansville, Qc
J2K 3N7
Contact for shipping : TO INSERT AT STANDING OFFER ISSUANCE

CORCAN – Fabrication Centre fédération de formation
205 Montée St-François
Laval, Qc
H7C 2S3
Contact for shipping : TO INSERT AT STANDING OFFER ISSUANCE

ANNEX A – PRICING

All steel sheets must be in conformity with ASTM standards and must contain at least 15% of post-consumer steel sheet and a maximum of 20% of post-consumer steel sheet.

The Contractor will be paid firm prices, in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, Canadian Custom Duties, Excise Taxes included where applicable and Applicable Taxes extra.

Delivery Destinations:

CORCAN – Fabrication Établissement Donnacona 1537 route 138 Donnacona, QC G3M 1C9 Contact-person: To be insert at Standing Offer Issuance	CORCAN – Fabrication Établissement Cowansville 400 Chemin Fordyce C.P. 5000 Cowansville, Qc, J2K 3N7 Contact-person: To be insert at Standing Offer Issuance	CORCAN – Fabrication Centre fédération de formation 205 Montée St-François Laval, Qc, H7C 2S3 Contact-person: To be insert at Standing Offer Issuance
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Description	Firm Unit Price (tax excluded)			Estimated Quantity per year - for evaluation purpose only
	Firm Period	Extended Periods		
	Date of SO to March 31, 2016	April 1, 2016 to March 31, 2017	April 1, 2017 to March 31, 2018	
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 14				8 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 16				20 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 11				6 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 20				5 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 12				1 000 sf
Steel Sheet ASTM A1008, cold rolled, 4x8 ou 4x10 ou 5x10, gauge 18				10 000 sf
Steel Sheet, hot rolled 4 x 8 ou 4 x 10 ou 5 x 10, gauge 3/16				6 000 sf
Steel Sheet, hot rolled 4 x 8 ou 4 x 10 ou 5 x 10, gauge 1/4				4 000 sf
Steel Sheet HRPO, 4 x 8 ou 4 x 10 ou 5 x 10, gauge 10				21 000 p.c.
Steel Sheet ASTM A1008, cold rolled 4 x 8 ou 4 x 10 ou 5 x 10, gauge 10				5 000 sf
Steel Plate HR or HRPO 12'' x 32'' x 3/16''				2 500 plates
Steel Plate HR or HRPO 16'' x 30'' x 1/8''				1 500 plates

ANNEX B – Institutional Access – CPIC Clearance Request



Correctional Service Canada / Service correctionnel Canada

PROTECTED / PROTÉGÉ B ONCE COMPLETED / UNE FOIS REMPLI

**INSTITUTIONAL ACCESS
CPIC CLEARANCE REQUEST**

**ACCÈS À UN ÉTABLISSEMENT
DEMANDE DE VÉRIFICATION
DU DOSSIER AU CIPC**

PUT AWAY ON FILE – CLASSER AU DOSSIER
ADMINISTRATIVE OR OPERATIONAL FILE
DOSSIER ADMINISTRATIF OU OPÉRATIONNEL
▶ Original = 3170-12

PLEASE PRINT INFORMATION CLEARLY - VEUILLEZ ÉCRIRE EN LETTRES MOULÉES

Institution – Établissement	Request received / Demande reçue le	Date (YYAA-MM-DJ)	PUT AWAY ON FILE / CLASSER AU DOSSIER ▶ 3170-12
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A. PERSONAL INFORMATION – RENSEIGNEMENTS PERSONNELS

Surname / Nom de famille: _____ Full name (no nicknames or initials) / Nom au complet (pas de surnoms ou d'initiales): _____ Maiden name (if applicable) / Nom de jeune fille (s'il y a lieu): _____

Date of birth / Date de naissance (YYAA-MM-DJ): _____ Place of birth – Lieu de naissance / City/Town – Ville ou municipalité: _____ Province/State – Province ou état: _____ Country – Pays: _____

B. PHYSICAL DESCRIPTION – DESCRIPTION PHYSIQUE

Male / Homme Female / Femme Height – Grandeur: _____ Weight – Poids: _____ Eye color – Couleur des yeux: _____ Hair color / Couleur des cheveux: _____

C. ADDRESS – ADRESSE

Street – Rue: _____ City/Town – Ville ou municipalité: _____ Province: _____ Postal Code - Code postal: _____ Telephone number – Numéro de téléphone / Home – Domicile: _____ Work – Bureau: _____

Representing (name of company/organization) – Représente (nom de la compagnie ou de l'organisation): _____

D. GENERAL INFORMATION – RENSEIGNEMENTS GÉNÉRAUX

1. Have you ever been convicted of a criminal offence for which you have not been granted a pardon, or an offence for which you have been granted a pardon and such a pardon has been revoked? / Avez-vous déjà été reconnu coupable d'une infraction criminelle pour laquelle on ne vous a pas octroyé un pardon ou d'une infraction pour laquelle on vous a octroyé un pardon qui a été révoqué? Yes / Oui No / Non

2. Do you personally know of any person incarcerated in a correctional facility? / Connaissez-vous personnellement une personne qui est incarcérée dans un établissement correctionnel? Yes / Oui No / Non (If so, provide names - Si oui, fournir son nom: _____)

3. Do you have any reason to believe coming into contact with this person could pose a risk to your or their personal safety? / Avez-vous des raisons de croire que le fait d'entrer en contact avec cette personne pourrait présenter un risque pour votre sécurité personnelle ou la sienne? Yes / Oui No / Non

4. Are you related/associated to an inmate or on an inmate's visiting list? / Êtes-vous apparenté ou associé à un détenu ou inscrit sur la liste des visiteurs d'un détenu? Yes / Oui No / Non

If you have answered YES to any of the above, please explain below. – Si vous avez répondu OUI à une des questions ci-dessus, veuillez fournir une explication ci-après.

E. SIGNATURE (When sections A to E are filled out completely, please return the completed form to the institution for approval.)
(Une fois que les sections A à E ont été remplies, veuillez retourner le formulaire dûment rempli à l'établissement aux fins d'approbation.)

In making this application, I hereby give the Correctional Service of Canada my consent to use the information provided on this form to conduct such inquiries with police authorities as may be necessary to ascertain my suitability. Finally, I acknowledge that the Correctional Service of Canada has no responsibility for any harm that may come to me in the course of my activities, except where such harm is a direct result of negligence on the part of an employee(s) of the Service.
NOTE: Access may be denied for submitting false information. Passes may be issued for those receiving clearance and approval.

En soumettant la présente demande, j'autorise le Service correctionnel du Canada à se servir des renseignements fournis dans le formulaire afin de mener, auprès des services de police, toute enquête jugée nécessaire pour vérifier mon admissibilité. Par ailleurs, je conviens que le Service correctionnel du Canada ne peut être tenu responsable d'un préjudice subi dans le cadre de mes activités sauf si ce préjudice est directement attribuable à la négligence d'un ou de plusieurs employés du Service.
NOTA : Tout demandeur qui fournit de faux renseignements peut se voir refuser l'accès à l'établissement. Un laissez-passer peut être émis aux demandeurs dont la demande d'accès est approuvée.

Applicant's signature – Signature du demandeur: _____ Date (YYAA-MM-DJ): _____

F. FOR OFFICE USE ONLY – RÉSERVÉ AU SCC

Reason for clearance – Motif justifiant la demande d'accès: _____

Department making the request (please print) / Unité qui soumet la demande (en lettres mouluées s.v.p.): _____ Signature of Division Head / Signature du chef de la division: _____ Date (YYAA-MM-DJ): _____

No criminal record / Aucun casier judiciaire A possible criminal record #: / Numéro du casier judiciaire possible: _____ Last entry: / Dernière entrée: _____

An outstanding warrant/charge held by: / Auteur du mandat non exécuté/accusation en instance: _____

SIGNATURES

Approved / Approuvée Not approved / Non approuvée The individual has been advised. – Le demandeur a été informé de la décision. Yes / Oui No / Non By: / Par: _____

Security Intelligence Officer / Agent de renseignements de sécurité: _____ Date (YYAA-MM-DJ): _____ Institutional Head / Directeur de l'établissement: _____ Date (YYAA-MM-DJ): _____ Visit Review Board / Comité des visites: _____ Date (YYAA-MM-DJ): _____

