

**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

E-mail/Courriel : mark.walton@tpsgc-pwgsc.gc.ca

Title - Sujet DRY ICE	
Solicitation No. - N° de l'invitation 45045-150007/A	Date 2015-06-08
Client Reference No. - N° de référence du client 000006599	
GETS Reference No. - N° de référence de SEAG PW-\$\$PV-903-67455	
File No. - N° de dossier pv903.45045-150007	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-07-20	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Walton, Mark	Buyer Id - Id de l'acheteur pv903
Telephone No. - N° de téléphone (819) 956-3813 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: IN ACCORDANCE WITH THE STATEMENT OF WORK AT ANNEX A	

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

Scientific, Medical and Photographic Division / Division de
l'équipement scientifique, des produits photographiques et
pharmaceutiques
11 Laurier St./ 11 rue, Laurier
6B1, Place du Portage
Gatineau, Québec 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

Destination Code - Code destinataire	Destination Address - Adresse de la destination	Invoice Code - Code bur.-comptable	Invoice Address - Adresse de facturation
D - 1	STATISTICS CANADA 170 TUNNEY'S PASTURE DRIVEWAY SHIPPING & RECEIVING JEAN TALON BLDG (BIW21) PARKDALE AVENUE LOADING DOCK OTTAWA ON K1A 0T6 CANADA	I - 1	STATISTICS CANADA FINANCIAL & ADMINISTRATIVE SERVICES DIVISION RH COATS BLDG., FINANCE COUNTER (RHC7A) 100 TUNNEY'S PASTURE DRIVEWAY OTTAWA, ON K1A 0T6 CANADA

Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	DRY ICE , PELLET FORMAT 12 kg X 10 BAGS X 6/SITE X 16 SITES), IN ACCORDANCE WITH THE STATEMENT OF WORK AT ANNEX A	D - 1	I - 1	960	Each	\$	\$		See Herein	
2	CONTAINERS , 10 BAGS X 6/SITE X 16 SITES , IN ACCORDANCE WITH THE STATEMENT OF WORK AT ANNEX A	D - 1	I - 1	960	Each	\$	\$		See Herein	
3	DELIVERY CHARGE + HAZARDOUS MATERIAL CHARGE	D - 1	I - 1	96	Each	\$	\$		See Herein	

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

File No. - N° du dossier

pv90345045-150007

Buyer ID - Id de l'acheteur

pv903

CCC No./N° CCC - FMS No/ N° VME

000006599

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DRY ICE

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DRY ICE

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security requirement associated with this bid solicitation.

1.2 Requirement

The Contractor must provide the items detailed under the "Line Item Detail", and further detailed under the Statement of Work at Annex "A".

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, by telephone or in person.

1.4 Trade Agreements

"The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT)."

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>) 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.

Subsection 5.4 of 2003 Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

- Delete: sixty (60) days
- Insert: ninety (90) days

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.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **ten (10) 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.

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **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 separately bound sections as follows:

- Section I: Technical Bid - Two (2) hard
- Section II: Financial Bid - One (1) hard copy
- Section III: Certifications - At least one (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 explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

1.1.1 Delivery

Delivery is required **by the dates stated in the Statement of Work at Annex A.**

1.1.2 Contacts

Bidders are requested to provide the following: Information pertaining to Article 5.3 Contractor Representatives under Part 6, Resulting Contract Clauses.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

3.1.1 Exchange Rate Fluctuation

- [C3011T](#) (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications required under Part 5.

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

Factors for Evaluation

1. PRICING BASIS (MANDATORY): Prices must be firm, DDP Delivered Duty Paid.
2. ABILITY TO MEET THE TECHNICAL REQUIREMENT (MANDATORY):
 - a) **For Items Identified by Trade Reference:**
Ability to offer the stores specified "or equivalent". Equivalent substitutes for the stores specified herein will be considered provided the trade reference and the words "or equivalent" are crossed out and replaced by the trade reference of the stores offered. Equivalents will be evaluated in terms of form, fit, performance/function and quality. Equivalents must provide service equal to or better than the stores specified. The bidder warrants that all proposed substitutes will be fully interchangeable with the trade reference specified.
 - b) **Provision of Supporting Technical Documentation:** Supporting technical documentation for the stores offered shall be provided with the bid at time of bid closing. Technical brochures or technical data MUST be provided to verify compliancy to the technical mandatory specifications.
3. COMPLIANCE WITH THE TERMS AND CONDITIONS OF THIS REQUEST FOR PROPOSAL (MANDATORY)
4. FOR CANADIAN SUPPLIERS ONLY: Please note that the requirements of the Federal Contractors Program for Employment Equity may apply - see herein. (MANDATORY)

4.1.1.1 Mandatory Technical Criteria

- Technical Compliance
- Bids submitted for all destinations
- Compliance with Pricing Basis
- Proposal complete and signed
- Employment Equity

4.1.2 Financial Evaluation

- SACC Manual Clause A0222T (2014-06-26), Evaluation of Price - Canadian / Foreign Bidders

4.2 Basis of Selection

4.2.1 SACC Manual Clause

SACC Reference	Title	Date
A0069T	Basis of Selection	2007-05-25

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 provided 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.

5.1.1.2 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" 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.

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 Security Requirements

6.1.1 There is no security requirement applicable to this Contract.

6.2 Requirement

The Contractor must provide the items detailed under the "Line Item Detail", and further detailed under the Statement of Work at Annex "A".

6.3 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.

6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Delivery Date

The term of the contract is from **January 1, 2016 to December 31, 2017**. All the deliverables must be received on or before **the dates stated in the Statement of Work at Annex A for each destination named therein**.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Mark Walton
Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Commercial Consumer Products Directorate
Scientific, Medical, and Photographic Division "PV"
6A2, Phase III, Place du Portage,
11 Laurier Street,
Gatineau, Quebec, Canada K1A 0S5
Telephone: 819-956-3813
Facsimile: 819-956-3814
E-mail address: mark.walton@tpsgc-pwgsc.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 Technical Authority: To be identified at contract award

The 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 Technical Authority, however the Technical 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 Contractor's Representative

The telephone number, with extension if applicable, of the person responsible for:

General enquiries

Name: _____
Telephone No. _____
Facsimile No: _____
E-mail address: _____

Delivery Follow-up

Name: _____
Telephone No. _____
Facsimile No: _____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment - Firm Unit or Lot Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm unit or lot price(s), as specified in the contract, for a cost of \$ (*amount to be inserted at contract award*). 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.

6.6.2 SACC Manual Clauses

SACC Reference	Title	Date
H1001C	Multiple Payments	2008-05-12

6.7 Invoicing Instructions

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

2. Invoices must be distributed as follows:

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

(b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications

6.8.1 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 Applicable Laws

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

6.10 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 Articles of Agreement;
- (b) the general conditions 2010A (2014-09-25), General Conditions - Goods (Medium Complexity),
- (c) Annex A, Statement of Work;
- (d) the Contractor's bid dated _____

6.11 SACC Manual Clauses

SACC Reference	Title	Date
A2000C	Foreign Nationals (Canadian Contractor)	2006-06-16
A9068C	Government Site Regulations	2010-01-11

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6.12 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and Delivered Duty Paid (DDP) each destination named in the Statement of Work at Annex A, Incoterms 2000 for shipments from a commercial contractor.

6.13 Prepaid Transportation Costs *(if applicable)*

The Contractor must prepay transportation costs. Prepaid transportation costs must be shown as a separate item on the invoice, supported by a certified copy of the prepaid transportation bill of lading.

ANNEX "A"

STATEMENT OF WORK

1.0 Title

Dry Ice Delivery for Cycle 05

2.0 Background

The Canadian Health Measures Survey (CHMS) collects its data through personal interviews at our two (2) mobile clinics (virtual regional offices). Each mobile clinic is used for collecting survey data for six (6) weeks per location; the mobile clinic is at each location for approximately ten (10) weeks: three (3) weeks for set-up and calibration, six (6) weeks of collection, one (1) week for tear-down. Only one mobile clinic is used at a time and the staff move from mobile clinic to mobile clinic. The biological samples collected during the survey need to be shipped to our reference labs three (3) times a week on dry ice.

3.0 Objective

The CHMS requires the supply and delivery of dry ice by a national company to our 16 site locations on a weekly basis when each site location is operating. The dry ice is required in pellet format. Special arrangement may be needed for our non-urban locations where our delivery requirement cannot be met.

4.0 Description of Work

4.1 Contractor's Role

The CHMS requires a contractor to securely deliver the specified dry ice to the Statistics Canada mobile clinic on agreed-upon days and times, following appropriate Canadian Transportation of Dangerous Goods regulations. The delivery dates will be scheduled from Monday to Friday between the hours of 7:00 AM and 3:00 PM, local time. The dry ice will be stored onsite in an exterior lockable dry ice safe. If the requested delivery times are not available; the contractor may provide insulated transportation chests to facilitate a larger bulk weekly delivery.

4.2 Scope

The site locations will be as followings (not in order):

- Ontario: Petawawa/Pembroke, Cambridge, Brampton, Toronto West, Peterborough, Pickering/Ajax
- Quebec: Montréal Centre, West Longueuil/Boucherville, Rimouski, Sherbrooke
- Alberta: Calgary South
- Saskatchewan: Humboldt
- British Columbia: Coquitlam, Trail
- Prince Edward Island: Montague
- New Brunswick: Saint John

4.3 Constraint

A weekly delivery schedule will be established. Site locations are not in a building with a physical address; the CHMS collects from a mobile clinic parked at one site location for the six (6) week period. The exact site will not be known until 3 weeks prior to the start of a site location.

4.2 Schedule

At each site location, the CHMS requests (on average) five (5) or six (6) deliveries of ten (10) 12kg containers (containers can be bags, boxes, or both) of dry ice over a six-week period (subject to change). Schedule of deliveries and amounts of dry ice are to be arranged prior to the start of each site; contract to be from January 1, 2016 to December 31, 2017.

Site	Detail	Quantity of Bags to be Delivered (12kg each)	Tentative Dates
Petawawa/Pembroke, ON	First drop off	10	January 25, 2016
	Weekly supplies	10	February 1, 2016 – February 5, 2016
	Weekly supplies	10	February 8, 2016 – February 12, 2016
	Weekly supplies	10	February 15, 2016 – February 19, 2016
	Weekly supplies	10	February 22, 2016 – February 26, 2016
	Last drop off	10	February 29, 2016
Saint John, NB	First drop off	10	March 8, 2016
	Weekly supplies	10	March 14, 2016 – March 18, 2016
	Weekly supplies	10	March 21, 2016 – March 25, 2016
	Weekly supplies	10	March 28, 2016 – April 1, 2016
	Weekly supplies	10	April 4, 2016 – April 8, 2016
	Last drop off	10	April 11, 2016
Montréal Centre, QC	First drop off	10	April 19, 2016
	Weekly supplies	10	April 25, 2016 – April 29, 2016
	Weekly supplies	10	May 2, 2016 – May 6, 2016
	Weekly supplies	10	May 9, 2016 – May 13, 2016
	Weekly supplies	10	May 16, 2016 – May 20, 2016
	Last drop off	10	May 23, 2016
West Longueuil/Boucherville, QC	First drop off	10	May 31, 2016
	Weekly supplies	10	June 6, 2016 – June 10, 2016
	Weekly supplies	10	June 13, 2016 – June 17, 2016
	Weekly supplies	10	June 20, 2016 – June 24, 2016
	Weekly supplies	10	June 27, 2016 – July 1, 2016
	Last drop off	10	July 4, 2016
Cambridge, ON	First drop off	10	July 12, 2016
	Weekly supplies	10	July 18, 2016 – July 22, 2016
	Weekly supplies	10	July 25, 2016 – July 29, 2016
	Weekly supplies	10	August 15, 2016 – August 19, 2016
	Weekly supplies	10	August 22, 2016 – August 26, 2016
	Last drop off	10	August 29, 2016
Humboldt, SK	First drop off	10	September 7, 2016
	Weekly supplies	10	September 12, 2016 – September 16, 2016
	Weekly supplies	10	September 19, 2016 – September 23, 2016
	Weekly supplies	10	September 26, 2016 – September 30, 2016
	Weekly supplies	10	October 3, 2016 – October 7, 2016
	Last drop off	10	October 10, 2016
Coquitlam, BC	First drop off	10	October 17, 2016
	Weekly supplies	10	October 24, 2016 – October 28, 2016
	Weekly supplies	10	October 31, 2016 – November 4, 2016
	Weekly supplies	10	November 7, 2016 – November 11, 2016
	Weekly supplies	10	November 14, 2016 – November 18, 2016
	Last drop off	10	November 21, 2016
Brampton, ON	First drop off	10	November 29, 2016
	Weekly supplies	10	December 5, 2016 – December 9, 2016
	Weekly supplies	10	December 12, 2016 – December 16, 2016

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Site	Detail	Quantity of Bags to be Delivered (12kg each)	Tentative Dates
Brampton, ON (continued)	Weekly supplies	10	December 19, 2016 – December 23, 2016
	Weekly supplies	10	January 2, 2017 – January 6, 2017
	Last drop off	10	January 9, 2017
Calgary South, AB	First drop off	10	January 17, 2017
	Weekly supplies	10	January 23, 2017 – January 27, 2017
	Weekly supplies	10	January 30, 2017 – February 3, 2017
	Weekly supplies	10	February 6, 2017 – February 10, 2017
	Weekly supplies	10	February 13, 2017 – February 17, 2017
	Last drop off	10	February 20, 2017
Toronto West, ON	First drop off	10	February 28, 2017
	Weekly supplies	10	March 6, 2017 – March 10, 2017
	Weekly supplies	10	March 13, 2017 – March 17, 2017
	Weekly supplies	10	March 20, 2017 – March 24, 2017
	Weekly supplies	10	March 27, 2016 – March 31, 2017
	Last drop off	10	April 3, 2017
Trail, BC	First drop off	10	April 11, 2017
	Weekly supplies	10	April 17, 2017 – April 21, 2017
	Weekly supplies	10	April 24, 2017 – April 28, 2017
	Weekly supplies	10	May 1, 2017 – May 5, 2017
	Weekly supplies	10	May 8, 2017 – May 12, 2017
	Last drop off	10	May 15, 2017
Peterborough, ON	First drop off	10	May 23, 2017
	Weekly supplies	10	May 29, 2017 – June 2, 2017
	Weekly supplies	10	June 5, 2017 – June 9, 2017
	Weekly supplies	10	June 12, 2017 – June 16, 2017
	Weekly supplies	10	June 19, 2017 – June 23, 2017
	Last drop off	10	June 26, 2017
Montague, PE	First drop off	10	July 3, 2017
	Weekly supplies	10	July 10, 2017 – July 14, 2017
	Weekly supplies	10	July 17, 2017 – July 21, 2017
	Weekly supplies	10	July 24, 2017 – July 28, 2017
	Weekly supplies	10	July 31, 2017 – August 4, 2017
	Last drop off	10	August 7, 2017
Pickering/Ajax, ON	First drop off	10	August 23, 2017
	Weekly supplies	10	August 28, 2017 – September 1, 2017
	Weekly supplies	10	September 4, 2017 – September 8, 2017
	Weekly supplies	10	September 11, 2017 – September 15, 2017
	Weekly supplies	10	September 18, 2017 – September 22, 2017
	Last drop off	10	September 25, 2017
Rimouski, QC	First drop off	10	October 3, 2017
	Weekly supplies	10	October 9, 2017 – October 13, 2017
	Weekly supplies	10	October 16, 2017 – October 20, 2017
	Weekly supplies	10	October 23, 2017 – October 27, 2017
	Weekly supplies	10	October 30, 2017 – November 3, 2017
	Last drop off	10	November 6, 2017
Sherbrooke, QC	First drop off	10	November 14, 2017
	Weekly supplies	10	November 20, 2017 – November 24, 2017

Site	Detail	Quantity of Bags to be Delivered (12kg each)	Tentative Dates
Sherbrooke, QC (continued)	Weekly supplies	10	November 27, 2017 – December 1, 2017
	Weekly supplies	10	December 4, 2017 – December 8, 2017
	Weekly supplies	10	December 11, 2017 – December 15, 2017
	Last drop off	10	December 18, 2017

5.0 Other Terms and Conditions of the SOW

5.1 Contractor's Obligations

The contractor is responsible for the safe delivery of the dry ice and handling of it until it is delivered to Statistics Canada mobile clinic staff. The contractor must provide a manifest receipt at each delivery. The contractor must provide a sub-account number for each site; the account number must distinguish one site from another. A single point for initial contact is required for the contract.

5.2 Estimated Period of the Contract

The estimated period of the contract is from **January 1, 2016 to December 31, 2017**.

5.3 Location of Work, Work Site, and Delivery Point

The work site for the services will be the Statistics Canada Mobile Clinic. The exact addresses are to be determined on a per site basis.

5.4 Language Requirements

The services will be conducted in English or French.

5.6 Insurance Requirements

It is the sole responsibility of the Contractor to decide whether or not any insurance coverage is necessary for its own protection or to fulfill its obligations under the Contract, and to ensure compliance with required federal, provincial, or municipal law. Any such insurance shall be provided and maintained by the Contractor at its own expense.

Any insurance secured is to the benefit and protection of the Contractor and shall not be deemed to release or diminish its liability in any manner including as may be referenced elsewhere by the provisions of this Contract.

5.7 Security Requirements

No security requirement. The Contractor will not have access to restricted or confidential areas or materials. The Contractor will have escorted access to areas that are not public, i.e. staff trailer.

5.8 Environmental Considerations

All projects should be delivered in an environmentally responsible manner to the fullest extent possible. Clients and suppliers will be encouraged to transmit work requests electronically.

All non-electronic correspondence and deliverables should be certified as originating from a sustainable managed forest and/or with a minimum of 30% recycled content and processed chlorine free, whenever possible. Double-sided photocopying will be the default unless otherwise specified by the Project or Contracting Authority. Photocopied documents are to be in black and white format unless otherwise specified.