



Return Bids to :

Retourner Les Soumissions à :

Natural Resources Canada - Ressources
naturelles Canada
Bid Receiving Unit - Mailroom
Unité de réception des soumissions, Salle
du courrier
588 rue Booth Street
Ottawa, Ontario
K1A 0E4

**Request for Standing Offer
Demande d'offre à commandes**

Canada, as represented by the Minister of Natural
Resources Canada, hereby requests a Standing Offer
on behalf of the client identified herein.

Le Canada, représenté par le ministre des Ressources
naturelles Canada, autorise par la présente, une
offre à commandes au nom de client identifié ci-
après

<p>Vendor / Firm Name and Address Raison sociale et adresse du fournisseur / de l'entrepreneur</p>

Comments - Commentaires

This document contains no security
requirement

Issuing Office - Bureau de distribution

Finance and Procurement Branch
Natural Resources Canada
580 Booth Street, 5th Floor
Ottawa, Ontario
K1A 0E4

Title - Sujet Dispose of geological material belonging to the Geological Survey of Canada at Tunney's Pasture and Booth Street Complex	
Solicitation No. - No de l'invitation NRCan-5000015685	Date 10 June 2015
Client Reference No. - N° de reference du client 5000015685	
Requisition Reference No. - N° de la demande 124821	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM EDT on - le 22 July 2015	
Address Enquiries to: - Adresse toutes questions à: Valerie Holmes	Buyer ID - Id de l'acheteur AB4
Telephone No. - No de telephone (613) 943-3580	Fax No. - No. de Fax (613) 947-5477
Security - Sécurité This Standing Offer does not have a security requirement Cette d'offre à commandes n'est pas une exigence de sécurité	
<i>If marked "X" please see the box to the left</i> <i>S'il ya un "X" ici, s.v.p. voir la boîte à la gauche</i>	<input checked="" type="checkbox"/> Acknowledgement copy required Accusé de réception requis
Destination - of Goods, Services and Construction: Destination - des biens, services et construction: Natural Resources Canada 615 Booth Street Ottawa, Ontario K1A 0E8	
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No.:- No. de téléphone: _____ Facsimile No.: - No. de télécopieur: _____ Email : - Courriel : _____	
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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PART 1 - GENERAL INFORMATION

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" - Statement of Work
- Annex "B" - Basis of Payment

2. Summary

By means of this Request for Standing Offer (RFSO), Natural Resources Canada (NRCan) is seeking proposals from Offerors to dispose of geological material belonging to the Geological Survey of Canada at Tunney's Pasture and Booth Street Complex on an "as and when required" basis.

3. Security Requirement

There is no security requirement associated with this Request for Standing Offer or any resulting call-ups issued against awarded Standing Offers.

4. Debriefings

After issuance of a standing offer, 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

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>) 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 call-ups issued against the Standing Offer, otherwise known as 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.

Sub-Section 5.2 of 2006 (2014-09-25) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

DELETE: PWGSC
INSERT: NRCan

Sub-Section 5.4 of 2006 (2014-09-25) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

DELETE: sixty (60) days
INSERT: one hundred and twenty (120) days

Subsection 8.1 - Transmission by Facsimile of 2006 (2014-09-25) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

DELETE: (819) 997-9776
INSERT: (613) 995-2920

2. Submission of Offers

It is the Bidders responsibility to ensure that proposals are delivered to the following location, by the time and date indicated on page 1 of this RFP document:

Natural Resources Canada
Bid Receiving Unit - Mailroom
588 Booth Street, Room 108
Ottawa, Ontario K1A 0Y7
Attention: Valerie Holmes

It is requested that the Bidder's name, return address, Request for Proposal Number, and Bid Closing Date appear legibly on the outside of the envelope containing the Bidder's proposal. Failure to do so may result in bids being misdirected. **NRCan will not assume responsibility for proposals directed to any other location.**

The onus is on the Bidder to ensure that the proposal is delivered to the location above. Not complying with the above instructions may result in NRCan's inability to ascertain reception date and/or to consider the bid prior to contract award. Therefore, NRCan reserves the right to reject any proposal not complying with these instructions.



NOTE: WHEN SUBMITTING A BID TO THIS REQUIREMENT, BIDDERS MUST ENSURE THAT THE RFSO NUMBER AND CLOSING DATE ARE CLEARLY DETAILED ON ALL ENVELOPES, INCLUDING COURIER ENVELOPES AND/OR BOXES, IN ORDER TO AVOID ANY CONFUSION AT THE BID RECEIPT UNIT WHEN PACKAGES ARE RECEIVED WITHOUT ANY INDICATION AS TO WHAT THEY ARE FOR.

2.1 Due to the nature of the bid solicitation, bids transmitted by facsimile or electronic mail to NRCan will not be accepted.

2.2 Former Public Servants

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 FPS, Offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror 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 offer non-responsive

Definitions

For the purposes of this clause,

"Former public servant" means a 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 and includes:

- (a) An individual;
- (b) An individual who has incorporated;
- (c) A partnership made up of former public servants; or
- (d) 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 Public Service.

"pension" means, in the context of the fee abatement formula, 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 (FPS) in Receipt of a Pension

Is the Bidder a FPS in receipt of a pension as defined above? **YES ()** **NO ()**

If so, the Bidder must provide the following information:

- (a) Name of former public servant;
- (b) Date of termination of employment or retirement from the Public Service.



Work Force Reduction Program

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of a work force reduction program?
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: _____
 Number of weeks: _____
- (g) Number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program: _____
- (h) Other Contracts subject to Work Force Reduction Program Restrictions:

Contract Number:

Contract Amount (Professional Fees):

For all contracts awarded during the lump sum payment period, the total amount of fee that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than **three (3)** 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 questions or may request that Offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all Offerors. Enquiries not submitted in a form that can be distributed to all Offerors may not be answered by Canada.

To comply with the [Code of Conduct for Procurement](#), bidders are obliged to alert the contracting authority to any factual errors that they discover in bid solicitations.



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 Ontario.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Offerors.



PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

Canada requests that Offerors provide their offer in separately bound sections as follows:

In support of the Policy on Green Procurement, it is requested that bidders provide their bid in separately bound sections as follows:

HARD COPY:

Section I: Technical Bid - 4 copies (1 original, 3 copies)

Section II: Financial Bid - 1 copy, **under separate cover**. Prices related to the current solicitation must appear in the financial bid only and are not to be indicated in any other section of the bid; prices referenced in the financial bid should not to be repeated in any other section of the bid.

Section III: Certifications - 1 copy

OR:

ELECTRONIC STORAGE MEDIA (preferred method):

Since NRCan is working towards a greener environment by eliminating all hard copy file folders, we prefer to have all bids on a CD/DVD or USB. If you wish to submit in this format, please provide the following:

Section I: Technical Bid - 4 copies (1 original, 3 copies)

NOTE: 1 CD/DVD/USB will contain: 1 Technical, sole Financial Bid, Certifications and signed first page
3 CD/DVD/USB will contain: just the Technical Bid

Section II: Financial Bid - 1 copy (included with original Technical Bid).

Section III: Certifications - 1 copy (included with original Technical Bid and sole Financial Bid)

Note: NRCan will accept either Hard copy or Electronic Storage Media submitted bids. However, it is NRCan's preference that you submit via Electronic Storage Media in order to support to our Green Initiative.

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 are encouraged to:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and/or 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.

Section II - Financial Offer

Bidders must submit their financial bid in accordance with Annex "B"- Financial Proposal. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

All bids are evaluated in Canadian currency. Therefore, for evaluation purposes, the noon rate quoted by the Bank of Canada as being in effect on date of bid closing will be applied as the initial conversion factor for the specified currency.

Canada will pay the exchange rate adjustment amount in Canadian currency using the prevailing noon rate on the date of payment by Canada.

1.1 Exchange Rate Fluctuation

SACC C3011T (2013-11-06)

1.2 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
 Mastercard

- 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.

Section III - Certifications

Offerors must submit the certifications required under Part 5.



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

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.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Item	Mandatory Requirement	Compliant	Proposal Page #
M1	The Bidder MUST have a minimum of five (5) years of experience handling and disposing of earth materials.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
M2	The Bidder MUST have the means to be able to arrange for the transport of up to and possibly exceeding 20 pallets of material to their place of business for clean disposal.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
M3	The Bidder MUST have sufficient storage space at their facility to hold up to and possibly exceeding 20 pallets of material while waiting for disposal.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
M4	The Bidder MUST have sufficient support to move identified samples from the storage area to the loading dock.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
M5	The Bidder MUST be able to complete items 1 through 8 of the SW4 -Tasks identified in Annex "A" - Statement of Work.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest evaluated price; which will be averaged will be recommended for issuance of a Standing Offer and ranked accordingly.

NRCan will award up to three (3) Standing Offers



PART 5 - CERTIFICATIONS

1. Conditions Precedent to Award of Standing Offer

Offerors must provide the required certifications and associated information to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications are not completed and submitted as requested.

The certifications provided by Offerors to Canada is 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.

1.1 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 with 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.

1.1.1 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 (2014-09-25). The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

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](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-Labour's](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

2. Additional Certifications Precedent to Issuance of a Standing Offer

2.1 Status and Availability of Resource

The Offeror certifies that, should it be issued a standing offer as a result of the Request for Standing Offer, every individual proposed in its offer will be available to perform the Work resulting from a call-up against the Standing Offer as required by Canada's representatives and at the time specified in a call-up or agreed to with Canada's representatives. If for reasons beyond its control, the Offeror is unable to provide the services of an individual



named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror has proposed any individual who is not an employee of the Offeror, the Offeror certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Offeror must, upon request from the Standing Offer Authority, provide a written confirmation, signed by the individual, of the permission given to the Offeror and of his/her availability. Failure to comply with the request may result in the offer being declared non-responsive.

Signature of Authorized Company Official

Date

1.4 Education and Experience Certification

The Offeror certifies that all information provided herein is accurate. Furthermore, the Offeror certifies that the personnel proposed for this requirement are capable of satisfactorily performing the requirement described herein.

Signature of Authorized Company Official

Date



PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

1. Security Requirement

There is no security requirement associated with this Request for Standing Offer, or any subsequent call-ups issued against awarded Standing Offers.

2. Financial Capacity

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

3. Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex "C".

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.



PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex "A".

2. Security Requirement

There is no security requirements applicable to this Standing Offer.

3. Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

3.1 General Conditions

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

Section 1 of 2005 (2014-09-25) - Interpretation, should be amended as follows:

DELETE: Public Works and Government Services Canada
INSERT: Natural Resources Canada

3.2 Supplemental General Conditions

3.2.1 International Sanctions

Persons in Canada, and Canadians outside of Canada, are bound by economic sanctions imposed by Canada. As a result, the Government of Canada cannot accept delivery of goods or services that originate, either directly or indirectly, from the countries or persons subject to economic sanctions. Details on existing sanctions can be found at: <http://www.dfait-maeci.gc.ca/trade/sanctions-e.asp>.

It is a condition of this Contract that the Contractor not supply to the Government of Canada any goods or services which are subject to economic sanctions.

By law, the Contractor must comply with changes to the regulations imposed during the life of the contract. During the performance of the Contract should the imposition of sanctions against a country or person or the addition of a good or service to the list of sanctioned countries or the additions of a good or service to the list of sanctioned goods or services cause an impossibility of performance for the Contractor, the situation will be treated by the Parties as a force majeure. The Contractor shall forthwith inform Canada of the situation; the procedures applicable to force majeure shall then apply.



3.2.2 Dispute Resolution

Mediation

If a dispute arising from this contract cannot be settled amicably through negotiation, then the parties agree in good faith to submit the dispute to mediation as administered by the Arbitration and Mediation Institute of Canada Inc. (AMIC). The parties acknowledge receipt of the rules of AMIC. The cost of mediation shall be borne equally by the parties.

Arbitration

If the parties cannot resolve the dispute through mediation within sixty (60) days, the parties agree to submit the dispute to arbitration pursuant to the Commercial Arbitration Act (Canada). The party requesting such arbitration shall do so by written notice to the other party/parties. The cost of the arbitration and fees of the arbitrator shall be borne equally by the parties. The arbitration shall take place in the city where the contractor carries on business before a single arbitrator to be chosen jointly by the parties. If the parties cannot agree on the choice of arbitrator within thirty (30) days of written notice to submit the dispute to arbitration, each party will choose a representative who will select the arbitrator.

The parties may determine the procedure to be followed by the arbitrator in conducting the proceedings, or may ask the arbitrator to do so. The arbitrator shall issue a written award within thirty (30) days of hearing the parties. The award may be entered in any court having jurisdiction and enforced as a judgment of that court.

Meaning of "Dispute"

The parties agree that the word "dispute" in this clause refers to a dispute of fact or of law, other than a dispute of public law.

Organizations are encouraged to select from one of the following two options:

Option 1: The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request or consent of the parties to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term and condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

Option 2:

Each party hereby:

- a) consents to fully participate in and bear the cost of any dispute resolution process proposed by the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* to resolve a dispute between the parties respecting the interpretation or application of a term or condition this contract; and
- b) agrees that this provision shall, for purposes of section 23 of the *Procurement Ombudsman Regulations*, constitute such party's agreement to participate in and bear the cost of such process.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

3.2.3 Withholding Tax of 15 Percent (%)

The Contractor agrees that, pursuant to the provisions of the Income Tax Act, Canada is empowered to withhold an amount of 15% of the price to be paid to the Contractor, if the Contractor is a non-resident Contractor as



defined in said Act. This amount will be held on account with respect to any liability for taxes which may be owed to Canada.

3.2.4 Foreign Resident (Canadian Contractor)

The Contractor is responsible for compliance with the immigration requirements applicable to non-permanent residents entering Canada to work on a temporary basis in fulfilment of the Standing Offer and any resulting Call-ups issued against the Standing Offer. In some instances, the employment authorization necessary to enter Canada cannot be issued without prior approval of a Human Resources Centre Canada (HRCC): (http://www.hrsdc.gc.ca/en/gateways/nav/top_nav/program/fw.shtml). HRCC should always be contacted as soon as the decision to bring in a non-permanent resident is made. The Contractor will be responsible for all costs incurred as a result of non-compliance with immigration requirements.

3.2.5 Foreign Resident (Foreign Contractor)

The Contractor shall ensure that non-permanent residents intending to work in Canada on a temporary basis in fulfilment of the Standing Offer and any subsequently awarded Call-ups against the Standing Offer, who are neither Canadian citizens nor United States nationals, receive all appropriate documents and instructions relating to Canadian immigration requirements and secure all required employment authorizations prior to their arrival at the Canadian port of entry. The Contractor shall ensure that United States nationals having such intentions receive all appropriate documents and instructions in that regard prior to their arrival at the Canadian port of entry. Such documents may be obtained at the appropriate Canadian Embassy/Consulate in the Contractor's country. The Contractor shall be responsible for all costs incurred as a result of non-compliance with immigration requirements.

3.2.6 Compliance with Mandatory Certifications

Compliance with the Certifications provided by the successful Bidder (Contractor) is a condition of the Contract and is subject to verification by Canada during the entire period of the Standing Offer. In the event that the Contractor does not comply with any certification or that it is determined that any certification made by the Contractor in its proposal is untrue, whether made knowingly or unknowingly, the Minister shall have the right, pursuant to the default provisions of the Standing Offer, to terminate the Standing Offer and/or any resulting Call-up issued against the Standing Offer for default.

3.2.7 Method of Payment

Upon completion of any services provided, and the submission of an invoice in a form, and containing required information (as will be detailed in the contract), acceptable to the Project Authority; the Method of Payment is as follows:

- Payment upon completion for charges incurred in accordance with the Basis of Payment.

3.2.8 Values and Ethics

In carrying out the Work under the terms and conditions of this Standing Offer and any resulting Call-up issued against this Standing Offer, the Contractor shall adhere to the provisions and practices of the Values and Ethics Code for the Public service (2003), namely, but not restricted to, the provisions pertaining to Respect for Diversity, Human Dignity and People Values. The following link provides the policy reference: http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/tb_851/vec-cve-e-eng.asp

3.2.9 Closure of Government Offices

Contractor employees are personnel of the Contractor and are paid by the Contractor on the basis of services rendered. Where Contractor's employees are providing services on government premises pursuant to this



Standing Offer and the said premises become non-accessible due to evacuation or closure of government offices and consequently no work is being performed as a result of the closure, Canada will not be liable for payment to the Contractor for the period of the closure.

4. Term of Standing Offer

4.1 *Period of the Standing Offer*

The period for the Standing Offer is for a twelve (12) month period from Standing Offer Award with four (4) twelve month option periods.

4.2 *Option to Extend Standing Offer*

NRCan reserves the right to extend the period of the Standing Offer for up to **four (4)** additional **twelve (12)** month periods, under the same terms and conditions. NRCan may exercise the option, or any extension thereof, at any time by written notice to the Offeror (Contractor) at least 30 calendar days prior to the Standing Offer expiry date.

The Contractor agrees that, during the extended period of the Standing Offer, the rates/prices will be in accordance with the provisions of the Standing Offer.

The option may only be exercised by the Project Authority and any extension to the period will be evidenced through a formal Standing Offer amendment issued by the Contracting Authority.

5. Authorities

5.1 *Standing Offer Authority*

The Standing Offer Authority will be:

Valerie Holmes

Procurement Specialist
Natural Resources Canada
580 Booth Street, 5th Floor
Ottawa, Ontario
K1A 0E4
Tel: 613-943-3580
Fax: 613-947-5477
Email: Valerie.holmes@nrcan-rncan.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.

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.



5.3 Offeror's Representative

Name: _____
 Title: _____
 Company: _____
 Telephone: _____
 Facsimile: _____
 Email: _____

5.4 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. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is Natural Resources.

7. Call-up Procedures

Right of first refusal basis:

The call-up procedures require that when a requirement is identified, the identified user will contact the highest-ranked Offeror to determine if the requirement can be satisfied by that Offeror. If the highest-ranked Offeror is able to meet the requirement, a call-up is made against its standing offer. If that Offeror is unable to meet the requirement, the identified user will contact the next ranked Offeror. The identified user will continue and proceed as above until one Offeror indicates that it can meet the requirement of the call-up. In other words, call-ups are made based on the "right of first refusal" basis. When the highest-ranked Offeror is unable to fulfill the need, the identified user is required to document its file appropriately. The resulting call-ups are considered competitive and the competitive call-up authorities can be used.

A maximum of three (3) Standing Offers will be awarded to the three highest ranked Offerors.

8. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using a call-up against a Standing Offer (942).

9. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$50,000.00** (Goods and Services Tax or Harmonized Sales Tax included).

10. Estimated Utilization and Volume - Standing Offer

The total anticipated cost to Canada resulting from the entire period of the Standing Offer (including all exercised option periods) is in the amount of **\$250,000.00** (Goods and Services Tax or Harmonized Sales Tax 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 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.

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 Call up Against the Standing Offer, including any annexes;
- b) The Articles of the Standing Offer;
- c) The General Conditions 2005 (2014-09-25), General Conditions - Standing Offers - Goods or Services
- d) The Supplemental General Conditions, defined herein;
- e) Annex "A" - Statement of Work;
- f) Annex "B" - Basis of Payment;
- g) Annex "C" - Insurance Requirements
- g) The Offeror's offer dated _____.

12. Certifications

12.1 Compliance

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing associated information are conditions of issuance of the Standing Offer (SO). Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO. If the Offeror does not comply with any certification, fails to provide the associated information, or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

13. 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 _____. *(Province/Territory will be inserted at time of issuance of Standing Offer, based on the information provided in the Offeror's offer)*

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

1. Statement of Work

The Contractor must perform the Work described in each call-up against the Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

2035 (2014-09-25) - General Conditions - Higher Complexity - Services, apply to and form part of the Contract.



3. Supplemental General Conditions

3.1 *International Sanctions*

Persons in Canada, and Canadians outside of Canada, are bound by economic sanctions imposed by Canada. As a result, the Government of Canada cannot accept delivery of goods or services that originate, either directly or indirectly, from the countries or persons subject to economic sanctions. Details on existing sanctions can be found at: <http://www.dfait-maeci.gc.ca/trade/sanctions-e.asp>.

It is a condition of this Contract that the Contractor not supply to the Government of Canada any goods or services which are subject to economic sanctions.

By law, the Contractor must comply with changes to the regulations imposed during the life of the contract. During the performance of the Contract should the imposition of sanctions against a country or person or the addition of a good or service to the list of sanctioned countries or the additions of a good or service to the list of sanctioned goods or services cause an impossibility of performance for the Contractor, the situation will be treated by the Parties as a force majeure. The Contractor shall forthwith inform Canada of the situation; the procedures applicable to force majeure shall then apply.

3.2 *Dispute Resolution*

Mediation

If a dispute arising from this contract cannot be settled amicably through negotiation, then the parties agree in good faith to submit the dispute to mediation as administered by the Arbitration and Mediation Institute of Canada Inc. (AMIC). The parties acknowledge receipt of the rules of AMIC. The cost of mediation shall be borne equally by the parties.

Arbitration

If the parties cannot resolve the dispute through mediation within sixty (60) days, the parties agree to submit the dispute to arbitration pursuant to the Commercial Arbitration Act (Canada). The party requesting such arbitration shall do so by written notice to the other party/parties. The cost of the arbitration and fees of the arbitrator shall be borne equally by the parties. The arbitration shall take place in the city where the contractor carries on business before a single arbitrator to be chosen jointly by the parties. If the parties cannot agree on the choice of arbitrator within thirty (30) days of written notice to submit the dispute to arbitration, each party will choose a representative who will select the arbitrator.

The parties may determine the procedure to be followed by the arbitrator in conducting the proceedings, or may ask the arbitrator to do so. The arbitrator shall issue a written award within thirty (30) days of hearing the parties. The award may be entered in any court having jurisdiction and enforced as a judgment of that court.

Meaning of "Dispute"

The parties agree that the word "dispute" in this clause refers to a dispute of fact or of law, other than a dispute of public law.

Organizations are encouraged to select from one of the following two options:

Option 1: The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request or consent of the parties to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term and condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.



Option 2:

Each party hereby:

- a) consents to fully participate in and bear the cost of any dispute resolution process proposed by the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* to resolve a dispute between the parties respecting the interpretation or application of a term or condition this contract; and
- b) agrees that this provision shall, for purposes of section 23 of the *Procurement Ombudsman Regulations*, constitute such party's agreement to participate in and bear the cost of such process.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

3.3 Withholding Tax of 15 Percent (%)

The Contractor agrees that, pursuant to the provisions of the Income Tax Act, Canada is empowered to withhold an amount of 15% of the price to be paid to the Contractor, if the Contractor is a non-resident Contractor as defined in said Act. This amount will be held on account with respect to any liability for taxes which may be owed to Canada.

3.4 Foreign Resident (Canadian Contractor)

The Contractor is responsible for compliance with the immigration requirements applicable to non-permanent residents entering Canada to work on a temporary basis in fulfilment of the Supply Arrangement. In some instances, the employment authorization necessary to enter Canada cannot be issued without prior approval of a Human Resources Centre Canada (HRCC): (http://www.hrsdc.gc.ca/en/gateways/nav/top_nav/program/fw.shtml). HRCC should always be contacted as soon as the decision to bring in a non-permanent resident is made. The Contractor will be responsible for all costs incurred as a result of non-compliance with immigration requirements.

3.5 Foreign Resident (Foreign Contractor)

The Contractor shall ensure that non-permanent residents intending to work in Canada on a temporary basis in fulfilment of the Supply Arrangement and any resulting Call-up issued against the Standing Offer, who are neither Canadian citizens nor United States nationals, receive all appropriate documents and instructions relating to Canadian immigration requirements and secure all required employment authorizations prior to their arrival at the Canadian port of entry. The Contractor shall ensure that United States nationals having such intentions receive all appropriate documents and instructions in that regard prior to their arrival at the Canadian port of entry. Such documents may be obtained at the appropriate Canadian Embassy/Consulate in the Contractor's country. The Contractor shall be responsible for all costs incurred as a result of non-compliance with immigration requirements.

3.6 Compliance with Mandatory Certifications

Compliance with the Certifications provided by the successful Bidder (Contractor) is a condition of the Contract and is subject to verification by Canada during the entire period of the Supply Arrangement and any resulting Call-up issued against the Standing Offer. In the event that the Contractor does not comply with any certification or that it is determined that any certification made by the Contractor in its proposal is untrue, whether made knowingly or unknowingly, the Minister shall have the right, pursuant to the default provisions of the Standing Offer, to terminate the Standing Offer and/or any resulting Call-up issued against the Standing Offer for default.



3.7 Method of Payment

Not more frequently than once a month, upon submission of an invoice in a form, and containing required information (as will be detailed in the contract), acceptable to the Project Authority; the Method of Payment is as follows:

- Payment monthly for charges incurred in accordance with the Basis of Payment.

3.8 Values and Ethics

In carrying out the Work under the terms and conditions of this Standing Offer, the Contractor shall adhere to the provisions and practices of the Values and Ethics Code for the Public service (2003), namely, but not restricted to, the provisions pertaining to Respect for Diversity, Human Dignity and People Values. The following link provides the policy reference: http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/tb_851/vec-cve-e-eng.asp

3.9 Closure of Government Offices

Contractor employees are personnel of the Contractor and are paid by the Contractor on the basis of services rendered. Where Contractor's employees are providing services on government premises pursuant to this contract and the said premises become non-accessible due to evacuation or closure of government offices and consequently no work is being performed as a result of the closure, Canada will not be liable for payment to the Contractor for the period of the closure.

4. Term of Contract

4.1 Period of the Contract

Delivery must be completed in accordance with the call-up against the Standing Offer.

5. Payment

5.1 Basis of Payment (Firm Price, Firm Unit Price(s) or Firm Lot Price(s))

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a _____ (insert "firm price" **OR** "firm unit price(s)" **OR** "firm lot price(s)", as specified in _____ insert "contract" **OR** "in Annex ____" for a cost of \$ _____ insert the amount at contract award). Customs duties are _____ (insert "included", "excluded" **OR** "subject to exemption") 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.

5.2 SACC Manual Clauses

A9117C (2007-11-30) - T1204 - Direct Request by Customer Department

5.3 Payment by Credit Card

The following credit cards are accepted:

- Visa
- Mastercard



6. Invoicing Instructions

All invoices submitted to Natural Resources Canada (NRCan) must include the following information for processing

- Invoice date
- Invoice number
- Amount due (required currency specified)
- If prepaid by credit card, ensure that the invoice clearly indicated "Paid by Credit Card"
- Valid NRCan reference number (normally the purchase order number). This number is 10 numeric digits long or 9 alphanumeric digits
- Invoices shall be submitted using **one of the following methods:**

E-mail:

OR Fax:

Invoicing-Facturation@NRCan-RNCan.gc.ca

Local NCR region: **613-947-0987**

Toll-free: **1-877-947-0987**

Note:

Attach "PDF" file. No other formats will be accepted

Note:

Use highest quality settings available.

Please do not submit invoices using more than one method as this will not expedite payment.

Invoices and all documents relating to a contract must be submitted on the Contractor's own form and shall bear the following reference numbers:

Call-up number: **(provided at time of issuance of call-up)**

7. Insurance

SACC Manual Clause G1005C (2008-05-12) - Insurance



ANNEX "A" - STATEMENT OF WORK

SW1 Background

As part of the Booth Street Complex (BSC) initiative to reduce functional space requirements, this SO for contracted work falls within the efforts of emptying the buildings on Booth Street (focussing mainly on 601 Booth) of all working and reference collections, national collections, and personal collections. These "Collections" being earth material (e.g. rock) as well as organic material (e.g. soils) collected for the purpose of scientific research. The focus of the clean-up will be first at 601 Booth Street to triage, catalogue, and archive existing collections and minimize the moving of the archivable portion of the samples. This final collection will be moved to a "new" storage facility once it has been identified. The portion of the samples at 601 Booth which will not be archived will be ready for disposal.

The second part of this focus will be the clean-up of the storage facility at Tunney's Pasture. The clean-up of Tunney's will be a far greater task and will create a much higher volume of disposable material. All other collections in the storage facility will also follow the same protocols of triage, cataloguing and archiving as done at 601 Booth. There is a significant volume of collections at the warehouse and thus this task will happen over a period of 5 years. During this time, there will be several requests for a contracted disposal service for sample material.

SW2 Objective

Disposal of unwanted samples of earth material quickly and safely as clean fill where packaging is recycled when possible.

SW3 Scope

The general requirement of this contract is to dispose of geological material belonging to the Geological Survey of Canada at Tunney's Pasture and Booth Street Complex on an "as and when required" basis. The material may be soil, sand, gravel, rocks, vegetation and drill core (rock or sediment). This material may be alone or stored in, or not (but not limited to) metal or plastic pails, wooden or cardboard core boxes, standard cardboard boxes, plastic or cloth bags, and glass or plastic vials.

SW4 Tasks

The Contractor will be responsible for retrieving the material for disposal from the identified rooms and moving them to the loading dock area. The Contractor will load the material into their truck and deliver to their place of business for disposal. Rock and unconsolidated material is to be disposed of as clean fill. When possible, packaging is to be recycled. Upon completion, the contractor will provide an Excel data file listing everything that has been disposed. Material is to be disposed of as needed.

The Contractor will be responsible for tracking the number of pails, boxes, etc. with an estimated volume of samples taken away.

The Contractor shall be responsible for, but not limited to, the following:

1. Move the samples from the storage area to loading dock to a wooden pallet or skid. Ensure safe sample handling protocols are followed. Re-pack and shrink wrap pallets as required for safe shipping. Note that wooden pallets will be provided by the Contractor if there are none available on site, at no extra cost.
2. Load truck. The number of loads will depend on the amount identified and number of pallets that will fit in the truck. If more than 1 site requires this service, the contractor can fill remaining space in the truck with those samples from another site.
3. Transport samples to contractor's place of business.



4. At the contractor's place of business, separate sample from its container.
5. At the contractor's place of business, ensure adherence to the municipal, provincial and federal guidelines when disposing of waste material as clean fill and recycle packaging when possible.
6. Dispose of the empty sample containers by recycling, if possible.
7. Maintain a catalog of the disposed material (no. of containers, sample series, estimated volume of material, type of material, etc.)
8. Provide an excel data file listing everything that has been disposed. The data file must be in either English or French.

SW5 Assumptions

The following assumptions will apply:

1. The Contractor will wear dosimeters provided by the GSC at all times while working in the Tunney's pasture location.
2. The GSC will provide a detailed list of the samples to be disposed or be present to indicate which samples are to be disposed.
3. The Contractor will have access to the freight elevators to move the samples from the storage areas to the loading dock on pallets using a pallet truck.
4. The pallets could be moved from the loading dock to the transport trailer using a manual pallet truck on the existing hydraulic platform. If an electric pallet truck is available, proper training certification must be provided prior to its use.

SW6 NRCan's Obligations

The Contractor must have access to the facilities to collect the samples designated for disposal. The Contractor will be escorted at all times.

- Access to facilities and equipment (i.e. a manual pallet truck, freight elevator, etc.).
- Access to a staff member who will be available to coordinate activities.
- Provide other assistance or support.

SW7 Location of Work, Work Site and Delivery Point

Geologic material will be picked up at either of the following addresses:

Natural Resources Canada Tunney's Pasture Complex, Building #14, Finance Annex, 100 Yarrow St. Ottawa ON K1A 0L2	Geological Survey of Canada 601 Booth Street Ottawa, ON K1A 0E8
--	--

Sample disposal will take place at the Contractor's place of business. It is up to the Contractor to dispose of material as clean fill and recycle packaging when possible. The final inventory of disposed material must be submitted by email in Excel format.

SW8 Language of Work

Work must be conducted in either English or French to ensure details of the requirements are understood.



ANNEX “B” - BASIS OF PAYMENT

1. General Information

1.1 Taxes as Related to Bids Received

For Canadian-based Offerors, prices/rates, as applicable, **MUST** be firm (in Canadian funds) with Canadian customs duties and excise taxes as applicable **included**, and Goods and Services Tax (GST) or Harmonized Sales Tax (HST) as applicable, **excluded**;

For foreign-based Offerors, prices/rates, as applicable, **MUST** be firm (in Canadian funds) and **exclude** Canadian customs duties, excise taxes and GST or HST, as applicable. Canadian customs duties and excise taxes payable by the consignee will be added, for evaluation purposes only, to the prices submitted by foreign-based Offerors;

2. Estimated Period of Standing Offer

The estimated period for the Standing Offer is for a twelve (12) month period from Standing Offer Award with four (4) twelve month option periods.

2.1 Option to Extend Standing Offer

The Offeror hereby grants to NRCan an irrevocable option to extend the period of the Standing Offer for up to four (4) additional twelve (12) month periods, under the same terms and conditions. NRCan may exercise the option, or any extension thereof, at any time by written notice to the Offeror (Contractor) at least 30 calendar days prior to the Standing Offer expiry date.

The Contractor agrees that, during the extended period of the Standing Offer, the rates/prices will be in accordance with the provisions of the Standing Offer.

The option may only be exercised by the Project Authority and any extension to the period will be evidenced through a formal Standing Offer amendment issued by the Contracting Authority.

3. Offeror Financial Offer - Pricing Details to be Completed by the Offeror

The Offeror hereby offers to Natural Resources Canada, as requested by the Minister, to furnish all necessary expertise, supervision, materials, equipment and other things necessary to perform the work as described in the Statement of Work of the Request for Standing Offer and in accordance with the terms and conditions of the Request for Standing Offer, to the satisfaction of the Minister, or his authorized representative, for the following price(s):

The Offeror is required to provide firm, all inclusive rates, in CANADIAN FUNDS, GST/HST extra. The format for submitting rates should conform to the following grid.

3.1 Rates

Requirement	Rate
<p>Price per Rock Pail and Contents: Rock pails are approximately: 15" high by 12" diameter</p> <p>Price per Rock Pail will include the following:</p> <ol style="list-style-type: none"> 1. Crew to move the pails from the storage area to the loading dock 2. Repack and shrink wrap pallets, as required 	\$



<ol style="list-style-type: none"> 3. Shipping of the pails to Contractor's site 4. At Contractor's site, dispose of the sample material as clean fill, thereby retaining the plastic and/or paper bags and pails to dispose in recycling* 5. Maintain a catalog of the disposed material 6. Provide an Excel data file listing everything that was disposed of <p>*Note: bags impregnated with sample material may need to be disposed of rather than recycled.</p>	
<p>Price per Core Box and Contents: Core boxes are typically: 5' in length x 10" x 6" but can vary</p> <p>Pricing per Core Box:</p> <ol style="list-style-type: none"> 1. Move the core boxes from the storage shelves to the Contractor's site. 2. Dispose of the sample material contained in the core boxes as clean fill, at the Contractor's site. 3. Dispose of the empty core boxes as they are not recyclable. 4. Maintain a catalog of the disposed material 5. Provide an Excel data file listing everything that was disposed of 	\$
<p>Transportation and Disposal shall be based on the following assumptions:</p> <ol style="list-style-type: none"> 1. The GSC will provide a detailed list of the pails/boxes to be disposed of or be present to indicate which pails/boxes are to be disposed of. 2. There will be some pallets to move and/or repack to allow access to the pails/boxes that require disposing of. 3. Access to the freight elevator to move the pails/boxes from the storage area to the loading dock on pallets using a pallet truck. 4. The pallets could be moved from the loading dock to the transport trailer using a pallet truck on the existing hydraulic platform. 	

The following is a photo of boxes/pails that would be loaded:

