

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

**Travaux publics et Services gouvernementaux  
Canada**

**Place Bonaventure, portail Sud-Est  
800, rue de La Gauchetière Ouest  
7<sup>e</sup> étage**

## Montréal

Québec

**H5A 1L6**

**FAX pour soumissions: (514) 496-3822**

## Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

## Comments - Commentaires

**Vendor/Firm Name and Address**

Raison sociale et adresse du fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Travaux publics et Services gouvernementaux Canada  
Place Bonaventure, portail Sud-Est  
800, rue de La Gauchetière Ouest  
7<sup>e</sup> étage  
Montréal  
Québec  
H5A 1L6

<b>Title - Sujet</b> OCIR SCC DIVERS ÉLECTROMÉNAGERS	
<b>Solicitation No. - N° de l'invitation</b> 21301-167686/A	<b>Date</b> 2015-07-17
<b>Client Reference No. - N° de référence du client</b> 21301-16-7686	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$MTA-550-13347
<b>File No. - N° de dossier</b> MTA-5-38034 (550)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-09-01</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Heure Avancée de l'Est HAE
<b>Delivery Required - Livraison exigée</b> .	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Guernon (mta550), Émile	<b>Buyer Id - Id de l'acheteur</b> mta550
<b>Telephone No. - N° de téléphone</b> (514)496-3585 ( )	<b>FAX No. - N° de FAX</b> (514)496-3822
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> SERVICE CORRECTIONNEL DU CANADA ADRESSES VARIÉS Canada	
<b>Security - Sécurité</b> This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

Solicitation No. - N° de l'invitation

21301-167686/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

mta550

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

21301-16-7686

File No. - N° du dossier

MTA-5-38034

CCC No./N° CCC - FMS No/ N° VME

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**REFER TO ENCLOSED DOCUMENT FOR CLAUSES AND CONDITIONS**

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MTA-4-38034

Buyer ID - Id de l'acheteur  
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## PART 1 - GENERAL INFORMATION

### 1.1 Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- |        |   |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement;   |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;   |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;   |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;   |
| Part 5 | Certifications: includes the certifications to be provided;   |
| Part 6 | Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and  |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses:<br><br>7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;<br><br>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:

Statement of Needs and Requirements, the Basis of Payment, list of destinations, mandatory technical evaluation criteria and any other annexes.

### 1.2 Summary

- 1.2.1 Request for Regional Individual Standing Offers (RISO) for the supply upon request of different electrical appliances. The services offered must include and deliveries at all Institutions specified in Annex «B». All the services must be performed in compliance with the Statement of requirements described in Annex "A" herewith that form part of the Request for Standing Offers and of the resulting Standing Offer.

Identified user is Correctional Service of Canada. (Various Institutions in Quebec)

For the period from the date of issue and for a period of 12 months + with a possibility of an extension period of one (1) additional year.

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

### 1.3 Security Requirements for CSC only (Refer to Annex «D» attached)

There are security requirements associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses.

NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the institution/site as and where required by Correctional Service Canada personnel or those authorized by CSC to do so on its behalf.

Contractor personnel shall submit to a Canadian Police Information Centre (CIPC) verification of identity/information by CSC, and must adhere to institutional requirement for the conduct of searches prior to admittance to the institution/site. CSC reserves the right to deny access to any institution/site or a part of the site of any Contractor personnel, at any time.

### 1.4 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2015-07-03) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

#### 2.1.1 SACC Manual Clauses

[A3015T](#) (2014-06-26), Certifications – Bid

[B1000T](#) (2014-06-26), Condition of Material – Bid

### 2.2 Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

**Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to PWGSC will not be accepted.**

## 2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than **SEVEN (7) calendar days** before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

## 2.4 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Quebec.

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

## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 3.1 Offer Preparation Instructions

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

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, offerors should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

#### **Section I: Technical Offer**

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work. Refer to Annex «C» attached.

#### **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with the Annex «A» attached, Basis of Payment/Unit Prices. The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 Payment by Credit Card**

Canada requests that offerors complete one of the following:

- (a) ☐ Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA \_\_\_\_\_

Master Card \_\_\_\_\_

- (b) ☐ Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

##### **3.1.2 Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation,

#### **Section III: Certifications**

Offerors must submit the certifications required under Part 5.



## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

#### **4.1.1 Technical Evaluation**

***It is mandatory to provide technical/ descriptive documents for all products that you are offering to allow the technical evaluation. Failure to comply will render your offer non responsive.***

***You have to demonstrate in your technical offer that all your products are compliant with every characteristics mentioned in Annex «C».***

##### **4.1.1.1 Mandatory Technical Criteria**

- A) Acceptance of the terms and conditions of the Request for a Standing Offer.
- B) Compliance with the description of all requirements described in Annex «A» attached.
- C) Offerors have to answer all the mandatory technical criteria of evaluation indicated in the Annex «C» attached.
- D) The offerors must complete and include with the offer the Annex «C» attached.
- E) Submit with your offer technical/descriptive documents for all products that you are offering.
- F) All electrical appliances have to be Energy Star certified excluding freezer.

#### **4.1.2 Financial Evaluation**

- A) Offerors have to respect the method of establishment of unit prices.
- B) Offerors have to submit firm prices for each of the years for all electrical appliances mentioned in Annex «A» attached.
- C) The financial evaluation will be based on the Pricing basis submitted for the firm and extension period of the proposed standing offer.

##### **4.1.2.1 SACC Manual Clause**

M0222T (2013/04/25), Evaluation of Price

## **4.2 Basis of Selection**

### **4.2.1 SACC Manual Clause M0031T (2007/05/25), Basis of Selection**

1. To be declared responsive, an offer must:
  - A) Comply with all the mandatory technical and financial requirements of the Request for a Standing Offer.
  - B) The responsive offer with the lowest total value will be recommended for issuance of a Standing Offer (SO).
  - C) The lowest price will be determined by the total value of the unit prices, applied to the quantities estimated for the period of two (2) years.
  - D) We want to issue only one (1) Standing Offer.

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

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

The certifications provided by Offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default 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 will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### **5.1 Certifications Precedent to the Issuance of a Standing Offer and Additional Information**

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the offer non-responsive.

#### **5.1.1 Integrity Provisions – List of Names (Refer to Annex «E» attached)**

Offerors who are incorporated, including those submitting offers as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Offeror.

Offerors submitting offers as sole proprietorship, as well as those submitting offers as a joint venture, must provide the name of the owner(s).

Offerors submitting offers as societies, firms or partnerships do not need to provide lists of names.

## **PART 6 - SECURITY REQUIREMENTS**

### **6.1 Security Requirements for CSC only (Refer to Annex «D» attached)**

NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the institution/site as and where required by Correctional Service Canada personnel or those authorized by CSC to do so on its behalf.

Contractor personnel shall submit to a Canadian Police Information Centre (CIPC) verification of identity/information by CSC, and must adhere to institutional requirement for the conduct of searches prior to admittance to the institution/site. CSC reserves the right to deny access to any institution/site or a part of the site of any Contractor personnel, at any time.

## **PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

### **A. STANDING OFFER**

#### **7.1 Offer**

**7.1.1** The Offeror offers to fulfill the requirement in accordance with the Statement of Needs and Requirements including all related Annex «A» attached.

#### **7.2 Security Requirements for CSC only (Refer to Annex «D» attached)**

**7.2.1** NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the institution/site as and where required by Correctional Service Canada personnel or those authorized by CSC to do so on its behalf.

Contractor personnel shall submit to a Canadian Police Information Centre (CIPC) verification of identity/information by CSC, and must adhere to institutional requirement for the conduct of searches prior to admittance to the institution/site. CSC reserves the right to deny access to any institution/site or a part of the site of any Contractor personnel, at any time.

#### **7.3 Standard Clauses and Conditions**

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

##### **7.3.1 General Conditions**

[2005 \(2015/07/03\)](#) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

## 7.4 Term of Standing Offer

### 7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is **from the date of issue and for a period of 12 months.**

### 7.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for one (1) additional twelve (12) months period, from \_\_\_\_\_ to \_\_\_\_\_ *(Will be completed at time of issuance of resulting standing offer)* under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority **90 days** before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

## 7.5. Authorities

### 7.5.1 Standing Offer Authority

Émile Guernon  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Quebec Regional Office  
800 de la Gauchetière Ouest, suite 7300, Montréal (Québec), Canada, H5A 1L6  
Telephone: (514) 496-3585  
Facsimile: (514) 496-3822  
E-mail address: emile.guernon@tpsgc-pwgsc.gc.ca

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

### 7.5.2 Offeror's Representative

***(The Offeror's Representative will be identified in the Standing Offer.)***

Name and telephone number of the person responsible for:  
**General enquiries & Delivery follow-up**

Name: \_\_\_\_\_

Telephone No: \_\_\_\_\_

Facsimile No: \_\_\_\_\_

E-mail address: \_\_\_\_\_

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### 7.5.3 Project Authority

*(To be completed by Canada at the time of award)*

The Project Authority for the Standing Offer is:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

E-mail address: \_\_\_\_\_

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

### 7.5.4 Contact at Customer Department

*(To be completed by Canada at the time of award)*

For all information related to invoicing and/or payments you may communicate with:

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

E-mail address: \_\_\_\_\_

### 7.6 Identified Users

*(To be completed by Canada at the time of award)*

The Identified User authorized to make call-ups against the Standing Offer is: \_\_\_\_\_.

### 7.7 Call-up Instrument

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

### 7.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **25 000.00\$ (Applicable Taxes included)**.

## 7.9 Financial Limitation

*(Will be completed at time of issuance of the resulting standing offer)*

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$\_\_\_\_\_ (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call-ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or **three (3) months** before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

## 7.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2015/07/03), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2029 (2015-07-03), General Conditions - Goods or Services (Low Dollar Value)
- e) Annex «A», Statement of Needs and Requirements, Basis of Payment/Unit Prices;
- f) Annex «B», List of destinations;
- g) Annex «D», Security Requirements for CSC only, Form 1279 «Institutional Access»;
- h) the Offeror's offer dated \_\_\_\_\_ (*insert date of offer*), (*if the offer was clarified or amended, insert at the time of issuance of the offer: "as clarified on \_\_\_\_\_" or "as amended on \_\_\_\_\_" and insert date(s) of clarification(s) or amendment(s) if applicable*).

## 7.11 Certifications

### 7.11.1 Compliance

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing additional 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 additional information, or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

## 7.12 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_.  
*(Will be completed at time of issuance of the resulting standing offer).*

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## **B. RESULTING CONTRACT CLAUSES**

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

### **7.1 Statement of Requirement**

The Contractor must provide the items detailed in the call-up against the Standing Offer.

### **7.2 Standard Clauses and Conditions**

#### **7.2.1 General Conditions**

2029 (2015-07-03) General Conditions - Goods or Services (Low Dollar Value) apply to and form part of the Contract.

Section 12 Interest on Overdue Accounts, of 2029 (2015-07-03) General Conditions - Goods or Services (Low Dollar Value) will not apply to payments made by credit cards at point of sale.

### **7.3 Term of Contract**

#### **7.3.1 Delivery date**

Delivery must be made within a maximum of 72 hours from receipt of a call-up against the Standing Offer. (Refer to enclosed Annex «B»).

### **7.4 Payment**

#### **7.4.1 Single Payment**

SACC Manual clause H1000C (2008/05/12), Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

#### **7.4.2 Payment by Credit Card**

The following credit card is accepted: \_\_\_\_\_.

**OR**

The following credit cards are accepted: \_\_\_\_\_ and \_\_\_\_\_.

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## 7.5 Invoicing Instructions

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

## 7.6 SACC Manual Clauses

A2000C	Foreign Nationals (Canadian Contractor)	2006/06/16
A2001C	Foreign Nationals (Foreign Contractor)	2006/06/16
B1501C	Electrical Equipment	2006/06/16
C2000C	Taxes - Foreign-based Contractor	2007/11/30



**Annex «A»**

**Statement of Needs and Requirements**

**and Basis of Payment/Unit Prices**

**Refer to attached document**

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**Annex «B»**

**List of Destinations**

**Refer to attached document**

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**Annex «C»**

**Mandatory Technical Evaluation Criteria**

**Refer to attached document**

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**Annex «D»**

**Security Requirements for CSC only**

**Form 1279 «Institutional Access»**

**Refer to attached document**

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Buyer ID - Id de l'acheteur  
MTA550  
CCC No./N° CCC - FMS No./N° VME

**Annex A**  
**21301-167686/A**  
**Correctional Service of Canada**  
Request for Standing Offer for Electrical Appliances  
Various Institutions

\* Excluding freezers, items must be Energy Star certified

\* Items must have a minimum 1-year warranty on parts and labour

ITEM	DESCRIPTION	Specifications	Approx. Quantity 1st year	Unit price (Appl. Taxes extra)	Total 1st year	Approx. quantity Optional Year	Unit price (Appl. Taxes extra)	Total Optional Year
1	White refrigerator between 20 and 21 cu.ft.	Top-mounted freezer Total refrigerator capacity: between 20 and 21 cu.ft. Freezer capacity: approx. 6 cu.ft. Adjustable temperature control	13			6		
2	White refrigerator between 18 and 20 cu.ft.	Top-mounted freezer Refrigerator capacity: between 18 and 20 cu.ft. Freezer capacity: between 3.5 and 5 cu.ft. Maximum height: 69" Maximum width: 35.5" Adjustable temperature control	25			10		
3	White refrigerator between 17 and 19 cu.ft.	Bottom-mounted freezer Refrigerator capacity: between 17 and 19 cu.ft. Freezer capacity: between 5 and 7 cu.ft. Maximum height: 69" Maximum width: 35.5"	9			4		
4	Small white refrigerator between 4 and 5 cu.ft.	Top-mounted freezer Total refrigerator capacity: between 4 and 5 cu.ft. Freezer capacity: approx. 0.5 cu.ft. Adjustable temperature control	10			2		

<b>5</b>	Standard white chest freezer between <b>6 and 10 cu.ft.</b>	Capacity: between 6 and 10 cu.ft. Minimum 1 removable sliding basket Defrost drain Adjustable temperature control	<b>5</b>				<b>2</b>		
<b>6</b>	Standard white 30" electric stove	2 x 6" elements 2 x 8" elements Maximum width: 30" Oven capacity: between 4 and 5 cu.ft. Oven must contain 2 elements and 2 racks	<b>34</b>				<b>20</b>		
<b>7</b>	Standard white electric stove	2 x 6" elements 2 x 8" elements Maximum width: 30" Self-cleaning oven Oven capacity: between 4 and 5 cu.ft. Oven must contain 2 elements and 2 racks	<b>1</b>				<b>1</b>		
<b>8</b>	Smoothtop white electric stove	2 x 6" elements" (min. 1250 W) 2 x 8" elements" (min. 2500 W) Oven capacity: between 4 and 5 cu.ft. Oven must contain 2 elements and 2 racks Maximum width: 30"	<b>3</b>				<b>2</b>		
<b>9</b>	Standard white washer between <b>4 and 5 cu.ft.</b>	Top-loading Capacity: between 4 and 5 cu.ft. Temperature settings: min. 3 Regular and delicate cycles Water level control	<b>50</b>				<b>20</b>		
<b>10</b>	Stacked white washer between <b>4 and 5 cu.ft.</b>	Front-loading Capacity: between 4 and 5 cu.ft. Must be stackable Temperature settings: min. 3 Regular and delicate cycles Water level control Must have same width and depth as the stacked dryer	<b>8</b>				<b>4</b>		

11	Commercial white washer, without coin slide between <b>4 and 5 cu.ft.</b>	Top-loading Whitout coin slide grade parts between 4 and 5 cu.ft. Temperature settings: min. 3 Regular and delicate cycles Water level control	Commercial Capacity:	7			4		
12	Stacked white dryer between <b>6 and 7 cu.ft.</b>	Front-loading Capacity: between 6 and 7 cu.ft. Must be stackable Minimum 3 programs Minimum 3 temperature settings Must have same width and depth as the stacked washer		13			6		
13	Standard white dryer between <b>6 and 7 cu.ft.</b>	Capacity: between 6 and 7 cu.ft. Minimum 3 programs Minimum 3 temperature settings		40			15		
14	Commercial white dryer, whitout coin slide between <b>6 and 7,5 cu. ft.</b>	Capacity: between 6 and 7,5 cu.ft. Whitout coin slide Commercial grade parts Stainless steel dryer drum Minimum 3 programs Minimum 3 temperature settings		6			4		
				TOTAL 1st YEAR (Appl. Taxes extra)			TOTAL Optional Year (Appl. Taxes extra)		

<b>CSC DELIVERY – (Various Institution)</b>	
<b>Delivery addresses</b>	<b>Delivey times &amp; special instruction</b>
<b>Federal Training Center (Site 600)</b> 600, Montée St-François Laval (Québec) H7C 1S5	Monday and Tuesday From 8:30 to 11:00 am
<b>Federal Training Center (Site 6099)</b> 205, Montée St-François Laval (Québec) H7C 1P1	Monday to Friday From 8:00 to 11:00 am <b>NOTE:</b> Maximum height of delivery vehicle at the Federal Training Center site 6099 is 11'4"
<b>Archambault Institution (min)</b> 244, Montée Gagnon Ste-Anne-des-Plaines (Québec) J0N 1H0	Monday to Friday From 7:00 to 11:30 am
<b>Archambault Institution (med)</b> 242, Montée Gagnon Ste-Anne-des-Plaines (Québec) J0N 1H0	Monday to Friday From 8:30 to 11:00 am and From 1:00 to 3:00 pm
<b>Joliette Institution</b> 400, rue Marsolais Joliette, Québec J6E 8V4	Monday to Friday From 8:00 to 11:30 am and from 1:00 to 3:30 pm
<b>La Macaza Institution</b> 321 Chemin de l'Aéroport La Macaza, Québec J0T 1R0	Tuesday to Thursday From 8:30 to 11:00 am and from 1:30 to 3:00 pm Friday From 8:30 to 11:00 am
<b>Cowansville Institution</b> 400, Fordyce Cowansville (Québec) J2K 3N7	Monday to Friday From 8:00 to 11:30 am and from 1:00 to 3:30 pm

## Annex «B» Request # 21301-167686/A

<b>Port-Cartier Institution</b> 7070, Chemin de l'Aéroport Port-Cartier, Québec G5B 2W2	Monday to Friday From 8:00 to 11:30 am and from 1:00 to 3:30 pm
<b>CCC Martineau</b> 10345, boul. St-Laurent Montréal (Québec) H3L 2P1	Monday to Friday From 9h00 to 16h00
<b>CCC Ogilvy</b> 435, rue Ogilvy Montréal (Québec) H3N 1M3	Monday to Friday From 9h00 to 16h00
<b>CCC Sherbrooke</b> 2190, Sherbrooke Est Montréal (Québec) H2K 1C7	Monday to Friday From 9h00 to 16h00
<b>CCC Hochelaga</b> 6905, Hochelaga Montréal (Québec) H1N 1Y9	Monday to Friday From 9h00 to 16h00
<b>CCC Marcel-Caron</b> 825, rue Kirouac Québec (Québec) G1N 2J7	Monday to Friday From 9h00 to 16h00
<b>CCC Laferrière</b> 202, rue St-Georges St-Jérôme (Québec) J7Z 4Z9	Monday to Friday From 9h00 to 16h00

### Additional note:

Goods must be delivered within 72 hours of order confirmation.

**Annex C**  
**21301-167686/A**  
**Mandatory Technical Evaluation Criteria**  
**Correctional Service of Canada**  
**Request for Standing Offer for Electrical Appliances**  
**Various Institutions**

\* The offered appliances have to be in accordance with the descriptions/characteristics mentioned below.  
The tenderers have to indicate clearly if these requirements are met and to submit the justificatory documentation.

\* Excluding freezers, items must be Energy Star certified

\* Items must have a minimum 1-year warranty on parts and labour

ITEM	DESCRIPTION	Specifications	Conform YES or NO	Energy Star YES or NO	Specify the area in the technical/descriptive documents, specs that describes the mandatory specifications needed
1	White refrigerator between <b>20 and 21 cu.ft.</b>	Top-mounted freezer Total refrigerator capacity: between 20 and 21 cu.ft. Freezer capacity: approx. 6 cu.ft. Adjustable temperature control			
2	White refrigerator between <b>18 and 20 cu.ft.</b>	Top-mounted freezer Refrigerator capacity: between 18 and 20 cu.ft. Freezer capacity: between 3.5 and 5 cu.ft. Maximum height: 69" Maximum width: 35.5" Adjustable temperature control			
3	White refrigerator between <b>17 and 19 cu.ft.</b>	Bottom-mounted freezer Refrigerator capacity: between 17 and 19 cu.ft. Freezer capacity: between 5 and 7 cu.ft. Maximum height: 69" Maximum width: 35.5"			



<b>4</b>	Small white refrigerator between <b>4 and 5 cu.ft.</b>	Top-mounted freezer Total refrigerator capacity: between 4 and 5 cu.ft. Freezer capacity: approx. 0.5 cu.ft. Adjustable temperature control			
<b>5</b>	Standard white chest freezer between <b>6 and 10 cu.ft.</b>	Capacity: between 6 and 10 cu.ft. Minimum 1 removable sliding basket Defrost drain Adjustable temperature control			
<b>6</b>	Standard white 30" electric stove	2 x 6" elements 2 x 8" elements Maximum width: 30" Oven capacity: between 4 and 5 cu.ft. Oven must contain 2 elements and 2 racks			
<b>7</b>	Standard white electric stove	2 x 6" elements 2 x 8" elements Maximum width: 30" Self-cleaning oven Oven capacity: between 4 and 5 cu.ft. Oven must contain 2 elements and 2 racks			
<b>8</b>	Smoothtop white electric stove	2 x 6" elements" (min. 1250 W) 2 x 8" elements" (min. 2500 W) Oven capacity: between 4 and 5 cu.ft. Oven must contain 2 elements and 2 racks Maximum width: 30"			
<b>9</b>	Standard white washer between <b>4 and 5 cu.ft.</b>	Top-loading Capacity: between 4 and 5 cu.ft. Temperature settings: min. 3 Regular and delicate cycles Water level control			

<b>10</b>	Stacked white washer between <b>4 and 5 cu.ft.</b>	Front-loading Capacity: between 4 and 5 cu.ft. Must be stackable Temperature settings: min. 3 Regular and delicate cycles Water level control Must have same width and depth as the stacked dryer			
<b>11</b>	Commercial white washer, without coin slide between <b>4 and 5 cu.ft.</b>	Top-loading Whitout coin slide grade parts between 4 and 5 cu.ft. Temperature settings: min. 3 Regular and delicate cycles Water level control Commercial Capacity:			
<b>12</b>	Stacked white dryer between <b>6 and 7 cu.ft.</b>	Front-loading Capacity: between 6 and 7 cu.ft. Must be stackable Minimum 3 programs Minimum 3 temperature settings Must have same width and depth as the stacked washer			
<b>13</b>	Standard white dryer between <b>6 and 7 cu.ft.</b>	Capacity: between 6 and 7 cu.ft. Minimum 3 programs Minimum 3 temperature settings			
<b>14</b>	Commercial white dryer, whitout coin slide between <b>6 and 7,5 cu.ft.</b>	Capacity: between 6 and 7,5 cu.ft. Whitout coin slide Commercial grade parts Stainless steel dryer drum Minimum 3 programs Minimum 3 temperature settings			



**INSTITUTIONAL ACCESS  
CPIC CLEARANCE REQUEST**

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

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

► PLEASE PRINT INFORMATION CLEARLY - VEUILLEZ ÉCRIRE EN LETTRES MOULÉES

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

Surname Nom de famille	Full name (no nicknames or initials) Nom au complet (pas de surnoms ou d'initiales)	Maiden name (if applicable) Nom de jeune fille (s'il y a lieu)
Date of birth Date de naissance (YYAA-MM-DJ)	Place of birth – Lieu de naissance City/Town – Ville ou municipalité	Province/State – Province ou état
		Country – Pays

**B. PHYSICAL DESCRIPTION – DESCRIPTION PHYSIQUE**

<input type="checkbox"/> Male Homme	<input type="checkbox"/> Female Femme	Height – Grandeur	Weight – Poids	Eye color – Couleur des yeux	Hair color Couleur des cheveux
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**C. ADDRESS – ADRESSE**

Street – Rue	City/Town – Ville ou municipalité	Province	Postal Code – Code postal	Telephone number – Numéro de téléphone Home – Domicile	Work – Bureau
Representing (name of company/organization) – Représente (nom de la compagnie ou de l'organisation)					

**D. GENERAL INFORMATION – RENSEIGNEMENTS GÉNÉRAUX**

1. Have you ever been convicted of a criminal offence for which you have not been granted a pardon, or an offence for which you have been granted a pardon and such a pardon has been revoked? Avez-vous déjà été reconnu coupable d'une infraction criminelle pour laquelle on ne vous a pas octroyé un pardon ou d'une infraction pour laquelle on vous a octroyé un pardon qui a été révoqué?	<input type="checkbox"/> Yes Oui	<input type="checkbox"/> No Non
2. Do you personally know of any person incarcerated in a correctional facility? Connaissez-vous personnellement une personne qui est incarcérée dans un établissement correctionnel?	<input type="checkbox"/> Yes Oui	<input type="checkbox"/> No Non
3. Do you have any reason to believe coming into contact with this person could pose a risk to your or their personal safety? Avez-vous des raisons de croire que le fait d'entrer en contact avec cette personne pourrait présenter un risque pour votre sécurité personnelle ou la sienne ?	<input type="checkbox"/> Yes Oui	<input type="checkbox"/> No Non
4. Are you related/associated to an inmate or on an inmate's visiting list? Êtes-vous apparenté ou associé à un détenu ou inscrit sur la liste des visiteurs d'un détenu?	<input type="checkbox"/> Yes Oui	<input type="checkbox"/> No Non

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

**E. SIGNATURE (When sections A to E are filled out completely, please return the completed form to the institution for approval.)**

(Une fois que les sections A à E ont été remplies, veuillez retourner le formulaire dûment rempli à l'établissement aux fins d'approbation.)

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

**NOTE: Access may be denied for submitting false information.** Passes may be issued for those receiving clearance and approval.

En soumettant la présente demande, j'autorise le Service correctionnel du Canada à se servir des renseignements fournis dans le formulaire afin de mener, auprès des services de police, toute enquête jugée nécessaire pour vérifier mon admissibilité. Par ailleurs, je conviens que le Service correctionnel du Canada ne peut être tenu responsable d'un préjudice subi dans le cadre de mes activités sauf si ce préjudice est directement attribuable à la négligence d'un ou de plusieurs employés du Service.

**NOTA : Tout demandeur qui fournit de faux renseignements peut se voir refuser l'accès à l'établissement.** Un laissez-passez peut être émis aux demandeurs dont la demande d'accès est approuvée.

Applicant's signature – Signature du demandeur	Date (YYAA-MM-DJ)
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**F. FOR OFFICE USE ONLY – RÉSERVÉ AU SCC**

Reason for clearance – Motif justifiant la demande d'accès

Department making the request (please print) Unité qui soumet la demande (en lettres moulées s.v.p.)	Signature of Division Head Signature du chef de la division	Date (YYAA-MM-DJ)
<input type="checkbox"/> No criminal record Aucun casier	<input type="checkbox"/> A possible criminal record #: Numéro du casier judiciaire	Last entry: Dernière entrée :
<input type="checkbox"/> An outstanding warrant/charge held by: Auteur du mandat non exécuté/accusation en instance :		

**SIGNATURES**

<input type="checkbox"/> Approved Approuvée	<input type="checkbox"/> Not approved Non approuvée	<input type="checkbox"/> Yes Oui	<input type="checkbox"/> No Non	By: Par :
Security Intelligence Officer Agent de renseignements de sécurité	Date (YYAA-MM-DJ)	Institutional Head Directeur de l'établissement	Date (YYAA-MM-DJ)	Visit Review Board Comité des visites
				Date (YYAA-MM-DJ)