



Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

Issuing Office - Bureau de distribution
Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 INTRODUCTION.....	3
1.2 SUMMARY	3
1.3 DEBRIEFINGS	4
PART 2 - OFFEROR INSTRUCTIONS	5
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	5
2.2 SUBMISSION OF OFFERS	5
2.3. FORMER PUBLIC SERVANT.....	5
2.4 ENQUIRIES - REQUEST FOR STANDING OFFERS	7
2.5 APPLICABLE LAWS.....	7
PART 3 - OFFER PREPARATION INSTRUCTIONS.....	8
3.1 OFFER PREPARATION INSTRUCTIONS.....	8
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	10
4.1 EVALUATION PROCEDURES.....	10
4.2 BASIS OF SELECTION	10
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	12
5.1 CERTIFICATIONS REQUIRED WITH THE OFFER	12
5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION	13
PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS.....	14
6.1 INSURANCE REQUIREMENTS	14
PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES	15
A. STANDING OFFER.....	15
7.1 OFFER.....	15
7.2 SECURITY REQUIREMENTS	15
7.3 STANDARD CLAUSES AND CONDITIONS.....	15
7.4 TERM OF STANDING OFFER	16
7.5 AUTHORITIES	16
7.6 IDENTIFIED USERS.....	16
7.7 CALL-UP PROCEDURES	17
7.8 CALL-UP INSTRUMENT	17
7.9 LIMITATION OF CALL-UPS	17
7.10 PRIORITY OF DOCUMENTS	17
7.11 CERTIFICATIONS	17
7.12 SACC <i>MANUAL</i> CLAUSES	18
7.13 APPLICABLE LAWS.....	18
B. RESULTING CONTRACT CLAUSES.....	18
7.1 STATEMENT OF WORK.....	18
7.2 STANDARD CLAUSES AND CONDITIONS.....	18

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

7.3	TERM OF CONTRACT	18
7.4	PAYMENT	18
7.5	INVOICING INSTRUCTIONS	19
7.6	INSURANCE – SPECIFIC REQUIREMENTS	19
7.7	SACC <i>MANUAL</i> CLAUSES	19
ANNEX "A"		21
	STATEMENT OF WORK	21
ANNEX "B"		25
	BASIS OF PAYMENT	25
ANNEX "C"		26
	INSURANCE REQUIREMENT	26
ANNEX "D"		29
	STANDING OFFER USAGE REPORT	29

PART 1 - GENERAL INFORMATION

1.1 Introduction

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

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

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer. |

The Annexes include the Statement of Work, the Basis of Payment, Insurance Requirements and the Standing Offer Usage Report.

1.2 Summary

To establish one or more Regional Master Standing Offers (RMSO) for the provision of all labour, materials, tools, equipment, transportation and supervision necessary to rent snowmobiles, snowmobile trailers and trailers for transporting the snowmobiles, as required by Various Federal Departments and Agencies throughout Alberta. The period of the Standing Offer will be 3 years from date of issuance.

The requirement is subject to a preference for Canadian goods and/or services.

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

The intent of this RFSO is to issue up to two standing offers for use. The basis upon which call-ups will be issued will be right of first refusal.

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

1.3 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

SACC Manual Clause [M0019T](#) (2007-05-25), Firm Price and/or Rates

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. Former Public Servant

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" is any 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. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;

- c. a partnership made of former public servants; or

a 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 size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means 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 in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES () NO ()**

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES () NO ()**

If so, the Offeror 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 and number of weeks;

- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later five (5) 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.

2.5 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 Alberta.

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 (1 hard copy)

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.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Annex "B" - Basis of Payment. 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:

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

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

SACC Manual Clause 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.
- (c) The evaluation team will determine first if there are two or more offers with a valid Canadian Content certification. In that event, the evaluation process will be limited to the offers with the certification; otherwise, all offers will be evaluated. If some of the offers with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive offers with a valid certification remain, the evaluation will continue among those offers with a valid certification. If all offers with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other offers received will be evaluated.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Failure to meet any of the following mandatory criteria at solicitation closing will render your submission non-compliant and given no further consideration.

- 4.1.1.1.1** The offeror must provide documents to support that the items offered meet the specification outlined in Annex "A"

4.1.2 Financial Evaluation

- 4.1.2.1** The offeror must complete Annex "B" as per the instructions

- 4.1.2.2** The Firm Unit Price for each item will be multiplied by its respective Annual Estimated Usage and added together to get an Extended Price.

- 4.1.2.3** Miscellaneous charges will be calculated by applying the proposed discount to \$20,000/year to get an Extended Miscellaneous Price.

- 4.1.2.4** The Extended Price for each item and the Extended Miscellaneous Price will be added together to establish an evaluated price for each table (Year).

- 4.1.2.5** The evaluated price for each table will be added together to establish a total evaluated price.

SACC Manual Clause [M0220T](#) (2014-04-25), Evaluation of Price

4.2 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 will be recommended for issuance of a standing offer.

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

Multiple standing offers may be issued for this requirement. Offers will be ranked according to the evaluated price with the highest-ranked offer being the responsive offer with the lowest evaluated price. Only those offers which are within ten percent (10%) of the highest-ranked offer will be considered.

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 Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Offeror must provide with its offer, a completed [Declaration Form](http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>), to be given further consideration in the procurement process.

5.1.2 Additional Certifications Required with the Offer

5.1.2.1 Canadian Content Certification

This procurement is conditionally limited to Canadian services.

Subject to the evaluation procedures contained in the request for standing offer, offerors acknowledge that only offers with a certification that the services offered are Canadian services, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the offer will result in the services offered being treated as non-Canadian services.

The Offeror certifies that:

() the services offered are Canadian services as defined in paragraph 4 of clause [A3050T](#).

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Annex 3.6.(9), Example 2, of the [Supply Manual](#).

5.1.2.1.1 SACC Manual clause [A3050T](#) (2014-11-27) Canadian Content Definition

5.2 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.

5.2.1 Integrity Provisions – List of Names

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.

5.2.2 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.

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 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 "D".

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

7.1 Offer

7.1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex "A".

7.2 Security Requirements

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

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 (2015-09-03) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

7.3.2 Standing Offers Reporting

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

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

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31;

4th quarter: January 1 to March 31.

The data must be submitted to the Standing Offer Authority no later than 15 calendar days after the end of the reporting period.

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from _____ to _____.

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Christopher Lau
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Western Region
Address: 5th Floor, ATB Place North Tower

Telephone: 780-566-2195
Facsimile: 780-497-3510
E-mail address: christopher.lau@pwgsc-tpsc.gc.ca

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

7.5.2 Project Authority

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

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

7.5.3 Offeror's Representative *(To be filled in by Offeror)*

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - ____
Facsimile: ____ - ____ - ____
E-mail address: _____

7.6 Identified Users

The Identified Users authorized to make call-ups against the Standing Offer include any government department, agency or Crown corporation listed in Schedules I, I.1, II, III, of the *Financial Administration Act*, R.S., 1985, c. F-11.

7.7 Call-up Procedures

7.7.1 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 for the required category 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.

When the highest-ranked offeror is unable to fulfill the need, the identified user is required to document its file appropriately.

7.8 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form *PWGSC-TPSGC 942*.

7.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$65,000.00 (Applicable Taxes included).

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 (2015-09-03), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010C (2015-09-03), General Conditions – Services (Medium Complexity);
- e) Annex “A”, Statement of Work;
- f) Annex “B”, Basis of Payment;
- g) Annex “C”, Insurance Requirement
- h) Annex “D”, Standing Offer Usage Report;
- i) 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 SACC Manual Clauses

SACC Manual Clause M3000C (2006-08-15), Price List

7.13 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 _____. (*Insert the name of the province or territory as specified by the Offeror in its offer, if applicable*).

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 Work

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

2010C (201-09-03), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

Section 13 Interest on Overdue Accounts, of 2010C (2014-09-25 General Conditions - Services (Medium Complexity)) will not apply to payments made by credit cards.

7.3 Term of Contract

7.3.1 Delivery Date

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

7.4 Payment

7.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid *firm unit prices, as specified in in Annex "B" for a cost of \$(as per call up document)*. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

7.4.2 Limitation of Price

SACC Manual clause C6000C (2011-05-16) Limitation of Price

7.4.3 Single Payment

SACC *Manual* clause H1000C (2008-05-12) Single Payment

7.4.4 SACC *Manual* Clauses

SACC *Manual* clause C2000C (2007-11-30), Taxes - Foreign-based Contractor
SACC *Manual* clause C2605C (2008-05-12), Canadian Customs Duty and Sales Tax - Foreign-Based Contractor
SACC *Manual* clause C5201C (2008-05-12), Prepaid Transportation Costs

7.4.5 Payment by Credit Card

The following credit card is accepted: _____.

OR

The following credit cards are accepted: _____ and _____.

7.5 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

7.6 Insurance – Specific Requirements

The Contractor must comply with the insurance requirements specified in Annex "C". The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.7 SACC *Manual* Clauses

SACC *Manual* Clauses A9006C (2012-07-16), Defence Contract

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

SACC Manual Clauses A9062C (2011-05-16), Canadian Forces Site Regulations
SACC Manual Clauses A9068C (2010-01-11), Government Site Regulations
SACC Manual Clauses B1501C (2006-06-16), Electrical Equipment

ANNEX "A"

STATEMENT OF WORK

Objective

To establish one or more Regional Master Standing Offers (RMSO) for the provision of all labour, materials, tools, equipment, transportation and supervision necessary to rent snowmobiles, snowmobile trailers and trailers for transporting the snowmobiles, as required by Various Federal Departments and Agencies throughout Alberta. The period of the Standing Offer will be 3 years from date of issuance.

Background

For the Department of National Defence (DND):

The equipment being rented will be in support of 1 Svc BN (1 Service Battalion) Transportation Company to augment their existing fleet. When demand fluctuates due to operational and environmental conditions, DND may be required to hire equipment to supplement their existing capacity. The equipment will be managed by the 1 Svc BN Transportation Company.

For Other Departments and Agencies:

The equipment being rented will be to support a Department's or Agency's existing fleet. When demand fluctuates due to operational and/or environmental conditions, a Department or Agency may be required to hire equipment to supplement their existing capacity. The equipment will be managed by their respective Department or Agency.

Note:

While this standing offer may be used by various Federal Departments or Agencies, the majority of usage (est. at 95%) will be done by the Department of National Defence, Edmonton Garrison.

Specifications

- Snowmobiles, skimmers/toboggans for military training; skimmers/toboggans as per provincial regulations such as must be connected to a solid frame no longer than 1.83 meters.
- All Snowmobiles are to be equipped with helmet visor plugs
- All Snowmobiles must be capable of towing a skimmer/toboggans equipped with rack and hitch.
- Units must be no older than 3 years and must be well maintained; 2 stroke or 4 stroke
- All units must meet any applicable Federal/Provincial or other safety standards in effect at their date of manufacture
- Engine size must be no less than 500cc 65 HP fan cool (either two (2) or four (4) stroke) and must be capable to pull skimmers and operate within all Canadian climates / temperature ranges and all regions (mountain, prairies, or Northern Arctic Tundra regions included);
- All Snowmobiles are to be equipped with long tracks that will allow sleds to pull skimmers and to operate in all Canadian regions, (mountain, prairies, or Northern Arctic Tundra regions included);
- Snowmobiles to be equipped with hand and thumb warmer
- Snowmobiles to have tall windshields- low, medium and high profile

- Trailers equipped with ramps for driving sleds on and reversing them off shall be for 2 snowmobiles, self loading, with 2" ball. Larger trailers for 4 snowmobiles to be provided upon special request.

Special Conditions

- The offeror must provide delivery and pickup of the equipment to the address as specified on the call-up against the Standing Offer. The identified user will conduct in and out – inspections. The vehicles must be delivered with fluids and fuel topped up and ready to go. The identified user will ensure that the equipment is ready for return with fluids and fuel fully topped up;
- The offeror will provide detailed information as to the fuel mixture requirements or specific fluid requirements for the equipment supplied;
- The offeror is responsible for 100% of the vehicle maintenance and servicing;
- The offeror will accept changes to a call-up to the Standing Offer with 72 hours written notice without additional charge at any time during the rental period. The contractor will cease billing effective the date and time notified by the identified user;
- The successful Offeror must be able to deliver up to 5 snowmobiles at one time;
- Any conditions normally applied by the contractor and listed in the contractor's rental agreement or acceptance form will not supersede the above listed conditions.
- The identified user will return for any reason, within 3 days notice and without charge, any equipment deemed unacceptable by the Technical Authority in writing. The contractor may be required to supply another unit of the same type and size to replace a specific piece of equipment when a unit is taken out of service for repairs for a period greater than 24 hours unless otherwise agreed by the Technical Authority in writing. Down time will be considered when computing the rental charges and subtracted from the rental period if applicable.

Delivery

The Offeror must supply the requested items within the delivery times listed below on receipt of Call-up or as specified on the Call-up.

Notice Period

The identified user will give:

7 calendar days notice before the rental period start date to the Offeror when no more than 5 vehicles are required.

14 calendar day' notice before the rental period start date to the Offeror when no more than 10 vehicles are required.

21 calendar days notice before the rental period start date to the Offeror when no more than 15 vehicles are required.

28 calendar days notice before the rental period start date to the Offeror when no more than 20 vehicles are required.

60 calendar days notice before the rental period start date to the Offeror when between 20 – 40 vehicles are required.

90 calendar days notice before the rental period start date to the Offeror when between 40 – 60 vehicles are required.

120 calendar days notice before the rental period start date to the Offeror when more than 60 vehicles are required.

If less than 1 to 3 days notice given for cancellation then a one day fee is applied, if units are delivered then full cost of the call up is applied.

The supplier will reply to the call-up notification within 1 calendar day of receipt of notice.

Maintenance of Equipment

The Offeror will provide a form with a schedule of maintenance to be carried out during the rental period.

The Offeror will be responsible for the warranty servicing which covers supply of parts normally provided by manufacturer's warranty, together with the labour necessary to install such parts. Warranty service shall be made available at any authorized Canadian dealer for the make of vehicle rented.

The Offeror will be responsible for pick-up and return of the vehicle for maintenance and servicing.

The Offeror will be responsible for vehicle maintenance and servicing. Maintenance shall include labour, parts replacement and the servicing of all portions of the vehicle including changing the engine oil at intervals specified in the manufacturer's manual.

The identified user shall not make or cause to have made any maintenance without the consent of the Offeror.

Repairs

The costs of repairs may be called-up against this Standing Offer.

The identified user will be responsible for the cost of repairs due to operator carelessness, abuse or negligence caused by the departments personnel. Such negligence will be determined jointly by the Offeror representative and the Project Authority or other Authorized Representative.

The identified user is responsible for the loss of and damage to the items supplied, other than normal wear and tear. Normal wear and tear will include: road hazards such as minor stone bruises and chips to the paint, surface scratches minor dents.

It will be decided by the Offeror representative and the Project Authority or other Authorized Representative which party will be responsible for conducting repairs for any damages.

Only repairs for damages that are assessed and documented by the Offeror representative and the Project Authority or other Authorized Representative will be reimbursable.

The identified user will be given the opportunity, if it so desires, to obtain its own estimate through a third party on the identified repairs, in order to validate the Offeror's estimate. Once the value of the repairs has been established, the Offeror will invoice the identified user for the agreed amount.

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

Invoices must include copies of the estimates and actual repair invoices. Invoicing instructions contained herein will apply.

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

ANNEX "B"

BASIS OF PAYMENT

(Attached)

ANNEX "C"

INSURANCE REQUIREMENT

Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

2. The Commercial General Liability policy must include the following:

A. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.

B. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.

C. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.

D. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.

E. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the Policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

F. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.

G. Employees and, if applicable, Volunteers must be included as Additional Insured.

H. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program

I. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.

J. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

K. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

L. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

M. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

N. All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.

O. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an additional Named Insured under the Insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

Automobile Liability Insurance

1. The Contractor must obtain Automobile Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence.

2. The policy must include the following:

a. Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

b.Accident Benefits - all jurisdictional statutes

c.Uninsured Motorist Protection

d.Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

Solicitation No. - N° de l'invitation
W0127-15P022/A
Client Ref. No. - N° de réf. du client
W0127-15P022

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-5-38227

Buyer ID - Id de l'acheteur
edm014
CCC No./N° CCC - FMS No./N° VME

ANNEX "D"

STANDING OFFER USAGE REPORT

Return to:

ATTN: Christopher Lau
Public Works and Government Services Canada – Edmonton, Acquisitions Branch
Facsimile: (780) 497-3510
Email: WST-PA-EDM@pwgsc-tpsgc.gc.ca

Quarterly Usage Report Schedule:

1st quarter: April 1 to June 30;
2nd quarter: July 1 to September 30;
3rd quarter: October 1 to December 31;
4th quarter: January 1 to March 31.

Reporting Period: _____

Item	Call-up / Contract No. Description	Value of the Call-up / Contract	GST
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
(A) Total dollar value call-ups for this reporting period (including GST):			\$ _____
(B) Accumulated call-ups total to date (including GST):			\$ _____
(A+B) Total accumulated call-ups:			\$ _____

NIL REPORT: We have not done any business with Canada for this period [].

Prepared by:

Name:

Telephone:

Signature:

Date:

ANNEX B - BASIS OF PAYMENT

All prices are to be in Canadian Dollars.

GST is not included in the firm unit prices but will be added as a separate line item to any invoice issued against the Standing Offer.

For delivery to the Department of National Defence, Edmonton Garrison, Bldg 187, Edmonton, Alberta

Firm Unit Prices are FOB Destination including all delivery, offloading and pickup charges

For delivery to other locations in Alberta:

Firm Unit Prices are FOB Destination and are not to include delivery, offloading and pickup charges. The Contractor must prepay transportation costs. Prepaid transportation costs must be shown as a separate item on the invoice, supported by a certified copy of the prepaid transportation bill of lading.

Rental Periods

Rental periods are to be defined as follows: Rental Week = 7 Days

Rental Month = 30 Days

Rental charges for any partial rental periods will be pro-rated at the most favorable combination of rates and payment will be issued accordingly. i.e., a unit rented for a period of 33 days, will be calculated at either four (4) weeks plus five (5) days prorated at weekly rate; or monthly rate plus three (3) days prorated at weekly rate; or any other combination of rates, whichever is lower. Drop-off and pick-up days are not included in the rental period.

Fuel Charges:

Vehicles will be full of fuel when rented and returned to vendor full. For vehicles returned with less than a full tank of fuel. The cost of fuel to fill the tank can be charged and must be a separate item on the invoice, supported by a receipt.

Miscellaneous Charges:

Miscellaneous charges are limited to cleaning, repairs, and replacement of missing components; Any miscellaneous charges, must be supported by receipts as required. Miscellaneous charges are to appear as a separate item on the invoice.

Other miscellaneous items cannot be purchased under this standing offer.

Miscellaneous charges related to this requirement will be provided at the suppliers list price less a discount of _____. (to be completed by the offeror, cost plus mark up will not be accepted)

Year 1

1 unit x 1 day = 1 unit-day
 1 unit x 5 days = 5 unit days OR 5 units x 1 day = 5 unit -days

ITEM	DESCRIPTION	FIRM UNIT PRICE	ANNUAL ESTIMATED USAGE	FIRM UNIT PRICE	ANNUAL ESTIMATED USAGE
1	Snowmobile rental, including delivery and pick up	Edmonton Garrison		All other locations in Alberta	
a	Location				
	Daily	\$ _____	100 unit-days	\$ _____	10 unit-days
b	Weekly	\$ _____	200 unit-weeks	\$ _____	10 unit-weeks
c	Monthly	\$ _____	120 unit-months	\$ _____	2 unit-months
2	Skimmer rental including delivery and pick up				
	Location	Edmonton		All other locations in Alberta	
a	Daily	\$ _____	100 unit-days	\$ _____	10 unit-days
b	Weekly	\$ _____	200 unit-weeks	\$ _____	10 unit-weeks
c	Monthly	\$ _____	60 unit-months	\$ _____	2 unit-months
3	Trailer rental including delivery and pick up				
	Location	Edmonton		All other locations in Alberta	
a	Daily	\$ _____	40 unit-days	\$ _____	10 unit-days
b	Weekly	\$ _____	80 unit-weeks	\$ _____	10 unit-weeks
c	Monthly	\$ _____	12 unit-months	\$ _____	2 unit-months
4	Miscellaneous charges	To be charged at the Offeror's laid down cost without mark up supported by receipts and/or a published price list. To be charged at the Offeror's published rate less a discount of _____ %			

Year 2

ITEM	DESCRIPTION	FIRM UNIT PRICE	ANNUAL ESTIMATED USAGE	FIRM UNIT PRICE	ANNUAL ESTIMATED USAGE
1	Snowmobile rental, including delivery and pick up				
	Location	Edmonton Garrison		All other locations in Alberta	
a	Daily	\$ _____	100 unit-days	\$ _____	10 unit-days
b	Weekly	\$ _____	200 unit-weeks	\$ _____	10 unit-weeks
c	Monthly	\$ _____	120 unit-months	\$ _____	2 unit-months
2	Skimmer rental including delivery and pick up				
	Location	Edmonton		All other locations in Alberta	
a	Daily	\$ _____	100 unit-days	\$ _____	10 unit-days
b	Weekly	\$ _____	200 unit-weeks	\$ _____	10 unit-weeks
c	Monthly	\$ _____	60 unit-months	\$ _____	2 unit-months
3	Trailer rental including delivery and pick up				
	Location	Edmonton		All other locations in Alberta	
a	Daily	\$ _____	40 unit-days	\$ _____	10 unit-days
b	Weekly	\$ _____	80 unit-weeks	\$ _____	10 unit-weeks
c	Monthly	\$ _____	12 unit-months	\$ _____	2 unit-months
4	Miscellaneous charges	To be charged at the Offeror's laid down cost without mark up supported by receipts and/or a published price list. To be charged at the Offeror's published rate less a discount of _____ %			

Year 3

ITEM	DESCRIPTION	FIRM UNIT PRICE	ANNUAL ESTIMATED USAGE	FIRM UNIT PRICE	ANNUAL ESTIMATED USAGE
1	Snowmobile rental, including delivery and pick up				
	Location	Edmonton Garrison		All other locations in Alberta	
a	Daily	\$ _____	100 unit-days	\$ _____	10 unit-days
b	Weekly	\$ _____	200 unit-weeks	\$ _____	10 unit-weeks
c	Monthly	\$ _____	120 unit-months	\$ _____	2 unit-months
2	Skimmer rental including delivery and pick up				
	Location	Edmonton		All other locations in Alberta	
a	Daily	\$ _____	100 unit-days	\$ _____	10 unit-days
b	Weekly	\$ _____	200 unit-weeks	\$ _____	10 unit-weeks
c	Monthly	\$ _____	60 unit-months	\$ _____	2 unit-months
3	Trailer rental including delivery and pick up				
	Location	Edmonton		All other locations in Alberta	
a	Daily	\$ _____	40 unit-days	\$ _____	10 unit-days
b	Weekly	\$ _____	80 unit-weeks	\$ _____	10 unit-weeks
c	Monthly	\$ _____	12 unit-months	\$ _____	2 unit-months
4	Miscellaneous charges	To be charged at the Offeror's laid down cost without mark up supported by receipts and/or a published price list. To be charged at the Offeror's published rate less a discount of _____ %			