



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^{ème} étage
Montréal
Québec
H5A 1L6

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires
CE DOCUMENT CONTIENT DES EXIGENCES
EN MATIÈRE DE SÉCURITÉ

THERE IS A SECURITY REQUIREMENT
ASSOCIATED WITH THE REQUIREMENT

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^{ème} étage
Montréal
Québec
H5A 1L6

Title - Sujet Janitorial Services AGR Ottawa	
Solicitation No. - N° de l'invitation 01B46-140190/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 01B46-14-0190	Date 2016-02-15
GETS Reference No. - N° de référence de SEAG PW-\$MTC-250-13677	
File No. - N° de dossier MTC-5-38242 (250)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-02-23	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Cyr, Nicolas	Buyer Id - Id de l'acheteur mtc250
Telephone No. - N° de téléphone (514) 496-3389 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Agriculture et Agro-alimentaire Canada K1A 0C6	

Instructions: See Herein

Instructions: Voir aux présentes

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

Solicitation No. - N° de l'invitation
01B46-140190/A
Client Ref. No. - N° de réf. du client
01B46-14-0190

Amd. No. - N° de la modif.
002
File No. - N° du dossier
MTC-5-38242

Buyer ID - Id de l'acheteur
mtc250
CCC No./N° CCC - FMS No./N° VME

THIS REQUEST FOR PROPOSAL IS, HEREBY, MODIFIED AS FOLLOW

Annex B revised (Feb-3-16) is replaced by the attached Annexe B revised (Feb-15-16)

Annex C is replaced by the attached Annex C revised.

Questions:

Q: What is the total number of Agriculture and Agri-Food Canada staff who work at experimental farm? Is there a breakdown of how many staff work in each building?

A: see document entitled Employees per Building - Janitorial - 2016

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

ANNEX B revised (Feb-15-2016)

01B46-14-0190
Financial proposal

1. Basis of Pricing

The following requirement **MUST** be strictly adhered to: failure to do so shall render the bidder's proposal as non-responsive.

It is **MANDATORY** that the bidders submit firm prices/rates for the two (2) years for **all** items listed hereafter (Pricing Schedule 1 and Pricing Schedule 2).

Price must be submitted without Goods and Services Tax or Harmonized Sales Tax.

PRICING SCHEDULE 1:

Firm all inclusive rates are for Routine, Schedule and Patrol Cleaning operations as detailed in the Statement of Work.

There will be no increase or decrease to the contract amount when an existing floor covering is converted to another type.

The hours of work do not include annual duties describes in the Statement of Work, such as, but not limited to; vents diffusers, chairs, etc.

1.1 BUILDING 12					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	374.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	374.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 12 for 2 years	\$ _____

1.2 BUILDING 18					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	465.2 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	465.2 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 18 for 2 years	\$ _____

1.3 BUILDING 20					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	20,830.5 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	20,830.5 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 20 for 2 years	\$ _____

1.4 BUILDING 21					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	1876.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	1876.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 21 for 2 years	\$ _____

1.5 BUILDING 22					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	3864.2 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	3864.2 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 22 for 2 years	\$ _____

1.6 BUILDING 26					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 4)
Firm Year 1	173.6 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	173.6 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 26 for 2 years	\$ _____

1.7 BUILDING 34					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	821.4 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	821.4 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 34 for 2 years	\$ _____

1.8 BUILDING 45					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	58.1 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	58.1 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 45 for 2 years	\$ _____

1.9 BUILDING 49					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	1996.9 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	1996.9 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 49 for 2 years	\$ _____

1.10 BUILDING 50					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	895.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	895.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 50 for 2 years	\$ _____

1.11 BUILDING 54					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 4)
Firm Year 1	235.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	235.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 54 for 2 years	\$ _____

1.12 BUILDING 55					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	1812.2 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	1812.2 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 55 for 2 years	\$ _____

1.13 BUILDING 57					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	1312.3 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	1312.3 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 57 for 2 years	\$ _____

1.14 BUILDING 59					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	899.3 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	899.3 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 59 for 2 years	\$ _____

1.15 BUILDING 60A					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	248.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	248.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 60A for 2 years	\$ _____

1.16 BUILDING 60B					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 4)
Firm Year 1	135.5 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	135.5 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 60B for 2 years	\$ _____

1.17 BUILDING 72					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	351.6 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	351.6 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 72 for 2 years	\$ _____

1.18 BUILDING 72A					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	39.0 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	39.0 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 72A for 2 years	\$ _____

1.19 BUILDING 74					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	1174.9 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	1174.9 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 74 for 2 years	\$ _____

1.20 BUILDING 75					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	513.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	513.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 75 for 2 years	\$ _____

1.21 BUILDING 77					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 7)
Firm Year 1	48.1 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	48.1 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 77 for 2 years	\$ _____

1.22 BUILDING 85					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	62.4 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	62.4 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 85 for 2 years	\$ _____

1.23 BUILDING 97					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	436.6 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	436.6 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 97 for 2 years	\$ _____

1.24 BUILDING 98					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	204.1 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	204.1 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 98 for 2 years	\$ _____

1.25 BUILDING 99					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	625.4 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	625.4 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 99 for 2 years	\$ _____

1.26 BUILDING 103					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	8.2 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	8.2 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 103 for 2 years	\$ _____

1.27 BUILDING 106					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	245.5 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	245.5 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 106 for 2 years	\$ _____

1.28 BUILDING 110					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	178.4 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	178.4 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 110 for 2 years	\$ _____

1.29 BUILDING 114					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	78.0 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	78.0 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 114 for 2 years	\$ _____

1.30 BUILDING 136					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	75.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	75.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 136 for 2 years	\$ _____

1.31 BUILDING 140					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	23.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	23.8 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 140 for 2 years	\$ _____

1.32 BUILDING 143					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	460.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	460.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 143 for 2 years	\$ _____

1.33 BUILDING 144					
Period	A Cleanable Area	B Bidder's Estimated Monthly Hours of Work Required	C Firm Monthly Cost	D Firm Monthly Cost per M²	E Yearly Cost (C x 12)
Firm Year 1	79.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
Firm Year 2	79.7 m ²	_____ hrs	\$ _____	_____ \$/M ²	\$ _____
				Total Building 144 for 2 years	\$ _____

Total for the 32 buildings			
Period	A Cleanable Area	B Bidder's Estimated Hours of Work Required for one (1) year	C Firm Yearly Cost excluding taxes
Firm Year 1	Estimated at 40,607.2 m ²	_____ hrs	\$ _____
Firm Year 2	Estimated at 40,607.2 m ²	_____ hrs	\$ _____
		Total for the 2 years	\$ _____

UNIT PRICING FOR UNSCHEDULED WORK / SCHEDULE 2:

2.1 Our firm all inclusive hourly rate per qualified personnel and our all inclusive unit pricing for a surface base price shall be, excluding GST/HST:

	Category A* Light Duty	Category B* Heavy Duty	\$/m ² Cleaning of Floors (Scrub & Wax)	\$/m ² Cleaning of Carpet	TOTAL	
Firm Year 1	\$ /hr	\$ /hr	\$ /hr	\$ /m ²		
Estimate level of effort (For evaluation purpose)	50 hr	50 hr	50 m ²	50 m ²		
TOTAL	\$	\$	\$	\$	\$	
Firm Year 2	\$ /hr	\$ /hr	\$ /hr	\$ /m ²		
Estimate number of hour (For evaluation purpose)	50 hr	50 hr	50 m ²	50 m ²		
TOTAL	\$	\$	\$	\$	\$	
					TOTAL for 2 years	\$

IN THE CASE OF ERROR IN THE EXTENSION OF PRICES, THE UNIT PRICE WILL GOVERN.

AUTHORIZATION FOR DELIVERY: Only the Contracting Authority or his delegate of the Department of Agriculture and Agri-Food shall request delivery of goods/services identified in Pricing Schedule 2.1. All requests to the Contractor must be in writing.

* Definitions:

Cleaners for light work, category A are employees who perform cleaning tasks such as: Collecting garbage, emptying trash cans and small receptacles, removing foreign bodies from fountain drain grids, performing light cleaning, removing spots, cleaning furniture, cleaning equipment and dusting all surfaces that can be reached without a ladder, damp mopping, mop dusting, vacuuming, refilling distributors in the washrooms, cleaning and/or washing the washroom stalls, sinks, chrome fixtures, mirrors and distributors.

Cleaners for heavy work, category B are employees who perform cleaning tasks such as: Emptying, cleaning and /or washing heavy receptacles, sweeping, damp mopping, washing and scrubbing floors, removing and applying floor finishes, washing or vacuuming walls or operating mechanical cleaning equipment and other heavy work including but not limited to cleaning windows.

ANNEX C REVISED

RFP 01B46-14-0190
Bid Evaluation Procedure

1. Technical Evaluation - Mandatory Requirements

To be considered responsive, a proposal must comply with all the mandatory requirements stipulated in the RFP documents, including the following:

- 1) Attendance at the mandatory site visit;
- 2) Confirmation that the minimum global Level of Effort for the 32 buildings is 36,000 hours per year.

2. Technical Evaluation - Point Rated Technical Criteria

Proposals will be evaluated and scored in accordance with the following criteria. **Points will be awarded based on the degree to which the information/material demonstrates the Bidder's capability to perform and successfully carry-out the requirement** described in this Request For Proposal. It is suggested that these criteria be addressed in sufficient depth in the proposal. Items not addressed will be given a score of zero. Proposals will be evaluated solely on their content. Information referred to, but not provided as a paper copy (such as information on an Internet website) will not be evaluated as it could be changed after the closing date.

2.1 Corporate Experience (210 points)

The proponent should have relevant corporate experience in similar types of janitorial operations. To demonstrate this experience, the proponent is to provide details of three (3) similar operations currently or previously managed by the proponent's firm within the last 5 years and meet the following points:

- Point # 1: Provide the name, address and contact person of the organization where similar services were performed.
- Point # 2: Particular environment: Laboratory and industrial or agricultural (Messier)
- Point # 3: Surface area equal to or greater than 20,000 m² ;

Also, the proponent has not demonstrated that he had provided the service for at least 4 consecutive years and renewed the contract with the organization mentioned in the previous statement.

2.2 Supervision of Personnel (30 points)

The proponent should have qualified customer-focused supervision of personnel to operate the required services. In order to demonstrate this, the proponent should state its proposed methods to supervise its on-site personnel.

2.3 Education and Experience of Proposed Management Personnel (60 points)

For each of the personnel proposed, as detailed below, the Bidder should:

- State their Janitorial experience
 - State their Management experience
 - State their past training in janitorial or management.
- a) On-Site Manager: The proposed on-site Manager that the supervisor would report to for the resulting Contract.

ANNEX C REVISED

RFP 01B46-14-0190
Bid Evaluation Procedure

- b) Supervisor: The proposed personnel that would be the supervisor for the resulting Contract.

2.4 Personnel Training (120 points)

Outline your company's employee training and orientation program including as a minimum for supervisor and janitorial personnel:

- The annual average number of hours of training per person in the last year.
- The annual minimum number of hours of training per person per year for the duration of the contract.
- A description of the training and orientation of the personnel which will be provided before starting to work on-site and once on-site.

2.5 Implementation and understanding of the total level of effort (90 points)

The Bidder should explain in detail how it would accomplish the transition from the current contract. This should include details on the level of effort and duration of time required of the Bidder, the current Contractor and the Technical Authority. A schedule for the implementation should be included including the estimated Level of Effort per building on a daily basis in accordance with "Appendix B - Annex A" of the "Maintenance Program".

2.6 Quality Control (160 points)

- a) The Bidder should describe its quality control system. This should include:
- Quality control or quality methods guide;
 - Inspection, reporting and follow up procedures;
 - Forms used for quality control.
- b) If the Bidder is ISO certified or is in the process of certification it should briefly describe the stage it is at in the ISO certification process.

2.8 Health and Safety Plan (50 points)

The Bidder should provide the company's Health and Safety Plan. Also, explain issues such as the materials being used that have environmentally friendly features and the performance of those products.

Total points for the technical evaluation: 730 points. Required passing mark is 70% for the technical bid evaluation (511/730).

3. Financial Evaluation

- 3.1 The Financial Evaluation will be calculated in accordance with Annex "C" Pricing Schedule - tender Form, using all item costs and identified quantities, including unit pricing for unscheduled work.
- 3.2 The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax **excluded** FOB destination, Canadian customs duties and excise taxes included.

**Agriculture and Agri-Food Canada
Employees per Building - Janitorial - 2016**

	Building	Saff
1	# 12	14
2	# 18	8
3	# 20	440
4	# 21	24
5	# 22	80
6	# 26	VACANT
7	# 34	69
8	# 45	5
9	# 49	28
10	# 50	8
11	# 54	VACANT
12	# 55	64
13	# 57	35
14	# 59	20
15	# 60A	6
16	# 60B	VACANT
17	# 72	11
18	# 72A	PUBLIC WASHROOMS
19	# 74	10
20	# 75	12
21	# 77	7
22	# 85	PUBLIC WASHROOMS
23	# 97	23
24	# 98	9
25	# 99	10
26	# 106	15
27	# 110	6
28	# 114	4
29	# 136	4
30	# 140	2
31	# 143	26
32	# 144	2
	Total:	942