



## 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>ème</sup> 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<sup>ème</sup> étage  
Montréal  
Québec  
H5A 1L6

<b>Title - Sujet</b> Janitorial Services AGR Ottawa	
<b>Solicitation No. - N° de l'invitation</b> 01B46-140190/A	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> 01B46-14-0190	<b>Date</b> 2016-02-15
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$MTC-250-13677	
<b>File No. - N° de dossier</b> MTC-5-38242 (250)	<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 2016-02-23</b>	
<b>Time Zone</b> Fuseau horaire Heure Normale du l'Est HNE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Cyr, Nicolas	<b>Buyer Id - Id de l'acheteur</b> mtc250
<b>Telephone No. - N° de téléphone</b> (514) 496-3389 ( )	<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> Agriculture et Agro-alimentaire Canada K1A 0C6	

Instructions: See Herein

Instructions: Voir aux présentes

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

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)**

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**Annex C is replaced by the attached Annex C revised.**

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**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 M <sup>2</sup>	E Yearly Cost (C x 12)
Firm Year 1	374.7 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
Firm Year 2	374.7 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
				<b>Total Building 12 for 2 years</b>	\$ _____

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 M <sup>2</sup>	E Yearly Cost (C x 12)
Firm Year 1	465.2 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
Firm Year 2	465.2 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
				<b>Total Building 18 for 2 years</b>	\$ _____

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

**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 M <sup>2</sup>	E Yearly Cost (C x 7)
Firm Year 1	48.1 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
Firm Year 2	48.1 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
				<b>Total Building 77 for 2 years</b>	\$ _____

**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 M <sup>2</sup>	E Yearly Cost (C x 12)
Firm Year 1	62.4 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
Firm Year 2	62.4 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
				<b>Total Building 85 for 2 years</b>	\$ _____

**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 M <sup>2</sup>	E Yearly Cost (C x 12)
Firm Year 1	436.6 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
Firm Year 2	436.6 m <sup>2</sup>	_____ hrs	\$ _____	_____ \$/M <sup>2</sup>	\$ _____
				<b>Total Building 97 for 2 years</b>	\$ _____

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

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

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

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

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

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

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

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

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

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

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

**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 <sup>2</sup> Cleaning of Floors (Scrub & Wax)	\$/m <sup>2</sup> Cleaning of Carpet	TOTAL
<b>Firm Year 1</b>	\$ /hr	\$ /hr	\$ /hr	\$ /m <sup>2</sup>	
<b>Estimate level of effort (For evaluation purpose)</b>	50 hr	50 hr	50 m <sup>2</sup>	50 m <sup>2</sup>	
<b>TOTAL</b>	\$	\$	\$	\$	\$
<b>Firm Year 2</b>	\$ /hr	\$ /hr	\$ /hr	\$ /m <sup>2</sup>	
<b>Estimate number of hour (For evaluation purpose)</b>	50 hr	50 hr	50 m <sup>2</sup>	50 m <sup>2</sup>	
<b>TOTAL</b>	\$	\$	\$	\$	\$
				<b>TOTAL for 2 years</b>	\$

**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 m<sup>2</sup> ;

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**

	<b>Building</b>	<b>Saff</b>
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
<b>Total:</b>		<b>942</b>