

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

PWGSC/TPSGC Acquisitions
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1
Bid Fax: (506) 851-6759

Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)
Offre à commandes individuelle régionale (OCIR)

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

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

Comments - Commentaires

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

Issuing Office - Bureau de distribution
NB / PEI Division - Moncton Acquisitions Office
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1

Title - Sujet Hach ® Chemicals	
Solicitation No. - N° de l'invitation W0105-16V003/A	Date 2016-03-16
Client Reference No. - N° de référence du client W0105-16V003	GETS Ref. No. - N° de réf. de SEAG PW-\$MCT-018-5148
File No. - N° de dossier MCT-5-38107 (018)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-04-26	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Martin, Lisa M.	Buyer Id - Id de l'acheteur mct018
Telephone No. - N° de téléphone (506)851-7811 ()	FAX No. - N° de FAX (506)851-6759
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE 5 ESU ENGINEER SQUADRON BLDG B-18 CFB GAGETOWN OROMOCTO New Brunswick E2V4J5 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into six 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 | 6A, Standing Offer, and 6B, Resulting Contract Clauses:

6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

6B, 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 Requirement, the Basis of Payment and any other annexes

1.2 Summary

For the supply and delivery of Hach® Water Plant Lab and Online Equipment Chemicals for Department of National Defence, Engineer Branch, Building B-18 at CFB Gagetown in Oromocto New Brunswick on an as and when requested basis from June 1, 2016 to May 31, 2017.

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

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>) 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 Reference	Section	Date
C9000T	Pricing	2010/08/16
M0019T	Firm Price and/or Rates	2007/05/25

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.

2.3. Enquiries - Request for Standing Offers

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

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

2.4. Applicable Laws

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

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

Section I: Financial Offer (1 copy)
Section II: Certifications (1 copy)

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

Section I: Financial Offer

Offerors must submit their financial offer in accordance with the Annex B, Product and Pricing Sheet. The total amount of Applicable Taxes must be shown separately.

3.1.1 Payment by Credit Card

Canada requests that Offerors complete one of the following:

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

The following credit card(s) are accepted:

VISA _____

Master Card _____

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

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

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

Section II: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Financial Evaluation

SACC Manual Clause [M0220T](#) (2016/01/28), Evaluation of Price – Offer

4.2 Basis of Selection

SACC Reference	Section	Date
M0069T	Basis of Selection	2007/05/25

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](#), to be given further consideration in the procurement process.

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.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

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

6.2 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.

6.2.1 General Conditions

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2005 (2015/09/03) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

6.3 Term of Standing Offer

6.3.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from 1 June 2016 to 31 May 2017.

6.4. Authorities

6.4.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Lisa Martin
Public Services and Procurement Canada
Acquisitions Branch
1045 Main Street, Unit 108
Moncton, New Brunswick
E1C 1H1

Telephone: (506) 851- 7811
Facsimile: (506) 851-6759
E-mail address: lisa.m.martin@pwgsc-tpsgc.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.

6.4.2 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.

6.4.3 Offeror's Representative

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

6.5 Identified Users

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

Department of National Defence
Engineer Branch
Building B-18
CFB Gagetown
Oromocto, New Brunswick

6.6 Call-up Instrument

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

6.7 Limitation of Call-ups

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

6.8 Financial Limitation - Total

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$150,000.00 (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 1 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

6.9 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 2010A (2015/09/03), General Conditions - Goods (Medium Complexity);
- e) Annex A, Requirement
- f) Annex B, Product and Pricing Sheet
- g) the Offeror's offer dated _____

6.10 Certifications

6.10.1 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.

6.11 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 **New Brunswick**

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.

6.1 Requirement

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

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

2010A (2015/09/03), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16 Interest on Overdue Accounts, of 2010A (2015/09/03) will not apply to payments made by credit cards.

6.3 Term of Contract

6.3.1 Delivery Date

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

6.4 Payment

6.4.1 Basis of Payment- Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex B. 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.

6.4.2 Limitation of Price

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

6.4.3 Method of Payment

SACC Reference	Section	Date
H1000C	Single Payment	2008/05/12

6.4.5 Payment by Credit Card

The following credit cards are accepted: _____ and _____.

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6.5 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.

6.6 SACC Manual Clauses

SACC Reference	Section	Date
B7500C	Excess Goods	2006/06/16
G1005C	Insurance	2008/05/12

6.7 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:

- (a) Delivered Duty Paid (DDP) (Department of National Defence, Oromocto, NB) Incoterms 2000 for shipments from a commercial contractor.

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ANNEX "A"

REQUIREMENT

For the supply and delivery of Hach® Water Plant Lab and Online Equipment Chemicals for Department of National Defence, Engineer Branch, Bldg B-18 at CFB Gagetown in Oromocto New Brunswick on an as and when requested basis from June 1, 2016 to May 31, 2017.

All products MUST be Hach® products to be used with Hach® Equipment to guarantee accurate readings and continual equipment support from manufacturer.

PRICING: As per attached Annex "B" - Product and Pricing Sheet.

All prices must include shipping charges to CFB Gagetown.

Annex B

Product and Pricing Sheet

Period: from June 1, 2016 to May 31, 2017

Item	Estimated Quantity	Unit of Issue	TEST	Hach® Cat number	Reagents Description	Quantity per unit	Quantity per unit offered	Product No. for ordering purposes if different than Hach Cat #	Unit Price	Unit of Issue
1	10	pkg	Chlorine	14070-28	DPD Free Chlorine PP's 25 ml	1000/pkg				PER pkg
2	10	pkg	Chlorine	14064-28	DPD Total Chlorine PP's 25 ml	1000/pkg				PER pkg
3	4	pkg	Chlorine	21055-28	DPD Free Chlorine PP's 10 ml (pool)	1000/pkg				PER pkg
4	2	pkg	Chlorine	21056-28	DPD Total Chlorine PP's 10 ml (pool)	1000/pkg				PER pkg
5	48	set	Chlorine	25569-00	CL 17 Chlorine Analyzer Reagent Set	per set				PER set
6	8	pkg	Aluminum	14577-99	Ascorbic Acid PP's	100/pkg				PER pkg
7	8	pkg	Aluminum	14290-99	Aluver 3 Aluminum Reagent PP's	100/pkg				PER pkg
8	8	pkg	Aluminum	14294-49	Bleaching Reagent PP's	100/pkg				PER pkg
9	24	unit	Fluoride	444-53	SPADN Reagent Solution	1000ml				PER unit
10	24	unit	Fluoride	27438-11	Standard 1 (0.5 mg/L) CA610 Analyzer	473ml				PER unit
11	24	unit	Fluoride	27971-11	Standard 2 (5.0 mg/L) CA610 Analyzer	473ml				PER unit
12	24	unit	Fluoride	28128-11	Regen 1 TISAB CA610 Analyzer	473ml				PER unit
13	24	pkg	Hardness	851-99	Manver Hardness Indicator PP's	100/pkg				PER pkg
14	24	unit	Hardness	424-32	Buffer Solution Hardness 10.0	100ml				PER unit

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Item	Estimated Quantity	Unit of Issue	TEST	Hach® Cat number	Reagents Description	Quantity per unit	Quantity per unit offered	Product No. for ordering purposes if different than Hach Cat #	Unit Price	Unit of Issue
15	8	unit	Hardness	323-32	Sodium Thiosulfate	100ml				PER unit
16	16	unit	Alkalinity	205-56	EDTA Standard Solution 0.020N	4 Litre				PER unit
17	4	unit	Alkalinity	23292-49	Bromocresol Green-Methyl Red Indicator	500ml				PER unit
18	24	unit	Alkalinity	203-56	Sulfuric Acid 0.02N	4 Litre				PER unit
19	24	unit	Alkalinity	28261-53	APA Reagent 1 Alkalinity Acid Titrant APA 6000	1000ml				PER unit
20	24	unit	Alkalinity	26967-53	APA Standard 1 Alkalinity Zero APA 6000	1000ml				PER unit
21	24	unit	Alkalinity	28262-53	APA Standard 2 Alkalinity APA 6000	1000ml				PER unit
22	24	unit	Alkalinity	26966-53	Reagent 2 Alkalinity Mixed Indicator APA 6000	1000ml				PER unit
23	24	unit	Alkalinity	26970-53	APA Cleaning Solution APA 6000	1000ml				PER unit
24	60	unit	Alkalinity	62011-00	Ceramic Filters 0.5 Mircon	each unit				PER unit
25	8	box	Alkalinity	1269-36	Silicone Oil	each box				PER box
26	4	unit	Alkalinity	323-32	Sodium Thiosulfate 0.10 N	100ml				PER unit
27	4	unit	pH	22834-56	Buffer Solution 4.01	4 Litre				PER unit
28	4	unit	pH	22835-56	Buffer Solution 7.00	4 Litre				PER unit
29	4	unit	pH	22836-56	Buffer Solution 10.01	4 Litre				PER unit
30	4	unit	Turbidity	2461-49	Formazine Standard Solution 4000 NTU	500ml				PER unit

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Item	Estimated Quantity	Unit of Issue	TEST	Hach® Cat number	Reagents Description	Quantity per unit	Quantity per unit offered	Product No. for ordering purposes if different than Hach Cat #	Unit Price	Unit of Issue
31	24	unit	Turbidity	1269-36	Silicone Oil	15ml				PER unit
32	8	unit	Turbidity	47076-00	Oiling cloth	each unit				PER unit
33	8	pkg	Turbidity	20849-00	Turbidity Sample Cells	6 cell per pkg				PER pkg
34	8	box	TOC	27603-45	TOC Test in Tube Regent box Set Complete (50 tests)	box				PER box
35	8	pkg	Misc	21856-28	Pipets 0.1 ml 1000 per pkg	1000/pkg				PER pkg
36	8	pkg	Misc	21997-25	Pipets 10 ml 250 per pkg	250/pkg				PER pkg
37	24	each		14364-01	EDTA 0.08M Cartridge	each				PER each
38	24	each		14388-01	Sulfuric Acid 0.1600N Cartridge	each				PER each

Buyer ID - Id de l'acheteur
mct018
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