

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

## Bid Receiving - PWGSC / Réception des soumissions - TPSGC

**11 Laurier St. / 11, rue Laurier**  
**Place du Portage, Phase III**  
**Core 0B2 / Noyau 0B2**  
**Gatineau**

**Québec  
K1A 0S5  
Bid Fax: (819) 997-9776**

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

National Individual Standing Offer (NISO)

Offre à commandes individuelle nationale (OCIN)

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**

Munitions Division (BK) / Division des munitions (BK)  
11 Laurier St./11, rue Laurier  
8C2, Place du Portage, Phase III  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> NISO - DEFENSIVE OC SPRAY	
<b>Solicitation No. - N° de l'invitation</b> 47419-188062/A	<b>Date</b> 2016-04-13
<b>Client Reference No. - N° de référence du client</b> 1000328062	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$\$BK-379-25819
<b>File No. - N° de dossier</b> 379bk.47419-188062	<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 2016-05-24</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> White, John H.	<b>Buyer Id - Id de l'acheteur</b> 367bk
<b>Telephone No. - N° de téléphone</b> (819)420-1749 ( )	<b>FAX No. - N° de FAX</b> (819)956-5650
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	
<b>Security - Sécurité</b> This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Vendor/Firm Name and Address</b>	
Raison sociale et adresse du fournisseur/de l'entrepreneur	
<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 (type or print)</b>	
<b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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## PART 1 - GENERAL INFORMATION

### 1.1 Introduction

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

- |        |   |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement;   |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;   |
| Part 3 | Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified;   |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications: includes the certifications to be provided;   |
| Part 6 | Standing Offer: Includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions; and  |
| Part 7 | Resulting Contract Clauses: Includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.                          |

### 1.2 Summary

Canada Border Service Agency (CBSA) wishes to acquire defensive capsicum oleoresin spray. For more information, please refer to Annex A, Statement of Requirement, and Annex B, Basis of Payment.

### 1.3 Trade agreements

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

### 1.4 Debriefings

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

## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

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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** (2016-04-04) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

## **2.2 Submission of Offers**

Offers must be submitted only to Public Services and Procurement Canada (PSPC) 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 15 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 \_\_\_\_\_. (*Insert the name of the province or territory*)

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.

## **2.5 Approval Documents and Export Licenses**

The Contractor must apply for all necessary Governmental and other approval documents, including but not limited to Export Licenses, to deliver the goods to the consignee(s) within seven (7) days after receipt of the contract and, if applicable, receipt of Canadian End-User Certificate, Canadian International Import Certificate and/or Annual Explosive Importation Permit. The Contractor must provide a copy of the application(s) above to the Contracting Authority within seven (7) days of the date of the application(s). Furthermore, the Contractor must provide the Contracting Authority with a copy of available documentation from all Governmental and other approval document authorities regarding the status of all approval document applications within two (2) weeks of the Contracting Authority's request.

# **PART 3 - OFFER PREPARATION INSTRUCTIONS**

## **3.1 Offer Preparation Instructions**

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

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (2 hard copies)

Section III: Certifications (1 hard copies)

**Section I: Technical Offer**

In their technical offer, Offerors should explain and demonstrate how they propose to meet the requirements defined at **Annex A**.

**Section II: Financial Offer**

Offerors must submit their financial offer in accordance with **Annex B**. The total amount of Applicable Taxes are excluded.

**3.1.1 Electronic Payment of Invoices - Offer**

Canada requests that Offerors complete option 1 or 2 below:

1. ☐ Electronic Payment Instruments will be accepted for payment of call-ups against the standing offer.

The following Electronic Payment Instrument(s) are accepted:

- ☐ VISA Acquisition Card;
- ☐ MasterCard Acquisition Card;
- ☐ Direct Deposit (Domestic and International);
- ☐ Electronic Data Interchange (EDI);
- ☐ Wire Transfer (International Only);
- ☐ Large Value Transfer System (LVTS) (Over \$25M)

2. ☐ Electronic Payment Instruments will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by Electronic Payment Instruments.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

**3.1.2 Exchange Rate Fluctuation**

C3011T 2013-11-06 Exchange Rate Fluctuation

**Section III: Certifications**

Offerors must submit the certifications required under Part 5.

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

**4.1 Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.

- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

#### **4.1.1 Technical Evaluation**

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

Technical specifications can be found in Annex A.

#### **4.1.2 Financial Evaluation**

The price of the offer will be evaluated in Canadian dollars, DDP, Incoterms 2010, Canadian customs duties included and applicable taxes excluded.

#### **4.2 Basis of Selection**

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

##### **4.2.1 Sample**

The Bidder must provide a sample to the Technical Authority, transportation charges prepaid, and without charge to Canada, within 15 calendar days from the date of request or at a mutually agreeable date. The sample submitted by the Bidder will remain the property of Canada and will not be considered as part of the deliverables in any resulting contract. If the sample does not meet the requirements of the bid solicitation or the Bidder fails to comply with the request of the Contracting Authority, the bid will be declared non-responsive.

### **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**

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide with its offer the required documentation, as applicable), 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

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

### 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](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.

### 5.2.3 Traceability

The bidder certifies that they are legally entitled to manufacture or sell the item offered in this solicitation. Upon request by Canada, the bidder agrees to provide a letter from the OEM indicating that they are authorized to sell the item.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### 5.2.4 Additional Information

The Bidder **should** provide the requested information in RFP articles 2.4 *Applicable Laws*, 3.1.1 *Electronic Payment of Invoices - Offer* and 6.5.4 *Offeror's Representative*.

## PART 6 and 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 6.1 Offer

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

#### 6.2 Security Requirements

There is no security requirement applicable to this Standing Offer.

#### 6.3 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 Services and Procurement Canada.

### 6.3.1 General Conditions

2005 (2016-04-04) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

### 6.3.2 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 "C"**. 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.

## 6.4 Term of Standing Offer

### 6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is two years from the date of award.

### 6.4.2 Optional goods

The Contractor grants to Canada the option to acquire the goods described at item 3 and 4 of the Basis of Payment under the same conditions and at the prices and/or rates stated in the standing offer. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through an amendment.

The Contracting Authority may exercise the option at any time before the expiry of the standing offer by sending a written notice to the Contractor.

## 6.5 Authorities

### 6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: John White

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File No. - N° du dossier  
367bk. 47419-188062

Buyer ID - Id de l'acheteur  
367bk  
CCC No./N° CCC - FMS No./N° VME

Title: Supply Specialist  
Public Services and Procurement Canada  
11 Laurier Street, Portage III, 8C2, Gatineau QC K1A 0S5  
E-mail: [John.H.White@tpsgc-pwgsc.gc.ca](mailto:John.H.White@tpsgc-pwgsc.gc.ca)  
Telephone: 819-420-1749  
Facsimile: 819-956-5650

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.

#### 6.5.2 Project Authority

The Project Authority for the Standing Offer is: TBA

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
E-mail address: \_\_\_\_\_

#### 6.5.3 Technical authority: TBA

The Technical Authority for the Standing Offer is: TBA

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
E-mail address: \_\_\_\_\_

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

#### 6.5.4 Offeror's Representative

Fill in the information below:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Identified Users

The Identified Users authorized to make call-ups against the Standing Offer are;

1. Employees of Canada Border Services Agency who have been delegated the responsibility to sign the call-up; and
2. The PSPC Standing Offer Authority identified in the SO or the individual with the authority to sign the document based on the result of the PSPC risk assessment required for each Call-up.

## 6.7 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form *PWGSC-TPSGC 2829 Call-up Against a Standing Offer*.

## 6.8 Limitation of Call-ups

Call-ups exceeding \$ 25,000.00 including GST/HST must be issued by the PSPC Contracting Authority. Each call-ups shall have a minimum value of \$ 50.00 including GST/HST.

## 6.9 Financial Limitation

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \_\_\_\_\_ (PSPC will add) 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 3 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

## 6.10 Delivery Requirements outside a Comprehensive Land Claims Settlement Area

The resulting Standing Offer is not to be used for deliveries within a Comprehensive Land Claims Settlement Area (CLCSA).

## 6.11 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 (2016-04-04) General Conditions - Standing Offers - Goods or Services
- d) Annex A, REQUIREMENT
- e) Annex B, BASIS OF PAYMENT
- f) Annex C, STANDING OFFER REPORTING REQUIREMENTS
- g) the Offeror's offer dated \_\_\_\_\_ (*insert date of offer*)

## 6.12 Certifications

### 6.12.1 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.

### **6.13 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 Requirement**

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

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

#### **7.2.1 General Conditions**

2005 (2016-04-04) General Conditions - Standing Offers Goods or Services apply to and form part of the Contract.

### **7.3 Term of Contract**

#### **7.3.1 Delivery Date**

Delivery must be made within 30 calendar days from receipt of a 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 a firm unit price (See 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.

#### **7.4.2 SACC Manual Clauses**

*H1001C (2008-05-12) Multiple Payments*

#### **7.4.3 Electronic Payment**

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The Offeror accepts to be paid using the following Electronic Payment Instrument(s): (See choices sub. Art. 3.1.1)

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

## 7.5 Insurance Requirements

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

## 7.6 Invoicing Instructions

Invoices must indicate the following;

- 1. Item part number and description
- 2. Quantity being shipped
- 3. Unit price
- 4. Manufacturer's lot number
- 5. Date of manufacturer

Invoices will be distributed as follows:

- a) One Copy to the Standing Offer Authority
- b) One copy at the address below

Canada Border Services Agency  
National Invoice Reception Unit  
105 McGill Street, 260-01, Montréal, QC, H2Y 2E7  
[Vendors-fournisseurs@cbsa-asfc.gc.ca](mailto:Vendors-fournisseurs@cbsa-asfc.gc.ca)

- c) One Copy to the originator raising the call-up

## 7.7 Quality control

The Technical Authority reserves the right to perform any inspection considered necessary to ensure the materials and services conform to the specified requirements. For the purpose of inspection, a portion of each delivery not exceeding two percent or two out of any number delivered fewer than 100 may be put to tests that could destroy the articles. If found to be inferior or not in accordance with the specification, all articles so destroyed shall be replaced by others of proper quality at the expense of the contractor. The entire delivery may also be rejected if it is found that articles previously rejected due to non-repairable defects are redelivered for inspection.

The contractor will be promptly notified when any articles are not accepted and such articles will be returned at the contractor's risk and expense. It is the responsibility of the contractor to ensure that goods are undamaged. Any goods received in a damaged condition will be returned to the contractor for replacement at their full cost.

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## 7.8 Shipping instructions-Delivery at destination

Goods must be delivered, Delivered Duty Paid (DDP), to various CBSA locations across Canada (see Annex B) Incoterms 2000.

## 7.9 Transportation costs

The Contractor must ship the goods prepaid, including all delivery charges, to various CBSA locations across Canada (see Annex B) via the most economical means.

## 7.10 Packaging

The outer packages **must not** be marked with a description of the contents.

It is the responsibility of the manufacturer to ensure that goods are packaged in a suitable manner to be delivered in an undamaged condition. Any goods received in a damaged condition will be returned to the manufacturer for replacement at manufacturer's full cost.

The contractor will package the goods separately as individual units; each individual boxed item shall be shipped in a secondary box and packaged in accordance with the industry standards and best commercial packaging.

A packing slip shall be enclosed showing the content of each shipment.

The contractor will also identify clearly on the outside of each package (box) the following items:

- Material Master number 80000256
- Quantity contained in the box
- Contract number

## ANNEX "A": Statement of Requirement

### Defensive (OC) Spray

#### 1. SCOPE

Annex A describes the requirement for Defensive OC Spray for use by Border Service Officers within the Canada Border Services Agency (CBSA).

#### 2. GENERAL REQUIREMENTS

2.1 Defensive OC spray shall be used by uniformed operational personnel and shall fit into the securable holder on the officer's equipment belt.

- Duty belt – Safariland Bianchi ErgoTek 2"
- Concealment belt – Gould & Goodrich Shooter's Belt 1.5"

2.2 All articles or materials shall be free from imperfections or blemishes such as may affect its appearance or serviceability.

2.3 The contractor shall be responsible for the performance of all inspections and tests necessary to demonstrate that the materiel being supplied is compliant with the requirements of Annex A.

#### 3. DETAILED DESCRIPTION-EVALUATION GRID

The Bidder must clearly demonstrate how the proposed product complies with each criterion. Product not meeting all the following Mandatory Requirements will be considered non-compliant.

Para	Title/Test	Requirement	Reference to proposal documentation (ie. Brochure title, page and paragraph numbers)
3.1	Ingredients	Major Capsaicinoids 0.33% organic base, not chemical	
		Not less than .28% no more than .38%	
		Method 21.3 American Spice Trade Association	
		<a href="http://www.astaspice.org">http://www.astaspice.org</a> or 1-202-367-1127	
		Propylene Glycol (USP)	
		Denatured Alcohol (SDA)	
3.2	Canister	Distilled Water	
		Must be pressurized using a non-flammable non-ozone depleting propellant	
		Suppliers must submit with the bid package the material safety data sheets (MSDS) of proposed products.	
		Must be Aluminum	
3.2	Canister	Must have a push button release valve at top of the can.	

		Must come complete with protective spring loaded plastic safety cover to protect the release valve from being activated by accident. The safety cover must allow access from one side only so that the nozzle will be pointed away from the user. The safety cover must continue to function for the entire life cycle of the product. The canister must be durable, must not leak and must last the entire life cycle of the product. The canister must not leak when placed in a horizontal position.	
		The canister must be one directional spray.	
		The canisters must be permanently affixed with a label that wraps completely around the circumference of the canister.	
		The label shall clearly identify that the contents contain live Irritant Spray (OC).	
		The canister and label shall be dark in color.	
		The safety cover and nozzle shall be black in color.	
		The labeling information (text) must not be affected by handling.	
3.3	Canister Dimensions	Height: 11cm ± 3mm	
		Diameter: 3.8cm ± 2mm	
3.4	Volume/Weight	Average number of 1 second bursts 8 -10	
		Weight/Content 38 – 85 grams	
3.5	Spray Pattern	Must be stream type	
		Must have a minimum effective range of 3 meters	
		Continuous deployment from any angle, position, orientation	
3.6	Shelf Life	Minimum 4 years	
3.7	Marking/Instructions	Bilingual Text printed on canister	
		Label must contain: <ul style="list-style-type: none"> <li>Title: Irritant Spray (OC) (font size of 18pts min)</li> <li>Manufacturer's Identification</li> <li>Directions on care and use</li> <li>Contents/Ingredients</li> <li>First Aid Instructions</li> <li>Expiry Date</li> <li>Individual canisters shall have lot numbers printed on the label and identified as such using the wording "LOT" number</li> <li>Replace when canister weight is _____ or less*</li> </ul> <p>*Bidders to indicate the weight in the space provided and it will be shown on the label</p>	



ANNEX "B" BASIS OF PAYMENT-DDP

Manufacturer:									
Model/description:									
Part #									
ITEM	PERIOD	DESCRIPTION	UM	CONSIG NEE CODE	DATE	EST. QTY	PRICE/UNIT CDN\$	TOTAL EXT. PRICE BY REGION	TOTAL ANNUAL PRICE
001	Year 1	DEFENSIVE OC SPRAY	Each	See here in	One (1) year from the date of award	1240 1160 560 40	Western: _____ Central: _____ Eastern: _____ Northern: _____	Western: _____ Central: _____ Eastern: _____ Northern: _____	
002	Year 2	DEFENSIVE OC SPRAY	Each	See here in	TBD	1240 1160 560 40	Western: _____ Central: _____ Eastern: _____ Northern: _____	Western: _____ Central: _____ Eastern: _____ Northern: _____	
003	Option Year 1	DEFENSIVE OC SPRAY	Each	See here in	TBD	1240 1160 560 40	Western: _____ Central: _____ Eastern: _____ Northern: _____	Western: _____ Central: _____ Eastern: _____ Northern: _____	
004	Option Year 2	DEFENSIVE OC SPRAY	Each	See here in	TBD	1240 1160 560 40	Western: _____ Central: _____ Eastern: _____ Northern: _____	Western: _____ Central: _____ Eastern: _____ Northern: _____	
							TOTAL PRICE OF THE BID- CDN \$:		

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1. Enter the unit price and multiply by the estimated QTY to get the total ext. price by region
  2. The total ext. price by region does not include taxes. Applicable taxes will be added to each call-up.
  3. Add the total of the four (4) regions and indicate the Total Annual Price.
  4. The cell "total price of the bid" will be considered the bid price and will be used for evaluation purposes. The total bid price is the total of the two (2) years Standing Offer and the two (2) option years.
  5. Bidders must submit four (4) different unit prices, corresponding to the regions listed in the Basis of Payment. The unit cost shall include the cost of transport. For clarification regarding the likely delivery addresses for each region, please refer to Appendix A.

For evaluation purposes:

- The Western Region includes: British Columbia, Alberta, Saskatchewan and Manitoba
- The Central Region includes: Ontario and Quebec
- The Eastern Region includes: New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland and Labrador.
- The Northern Region includes: Yukon, Northwest Territories and Nunavut

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## Appendix 1: List of possible delivery addresses

\*Further addresses could be added at the discretion of CBSA.

### Western:

AB	#1 Highway 4 P.O. Box 220	COUTTS AB T0K 0N0CAN	COUTTS	T0K 0N0
AB	10345-104 Street N	WEDMONTON AB T5J 1B9CAN	EDMONTON	T5J 1B9
AB	1357A, 1000 Airport Road	Edm Int'l AirportEDMONTON AB T9E 0V3CAN	EDMONTON	T9E 0V3
AB	1727 - 35th Ave East	Edm Int'l Airport, Room 100EDMONTON AB T9E 0V6CAN	EDMONTON	T9E 0V6
AB	2000 Airport Road, NE, Arrivals Level	CALGARY AB T2E 6W5CAN	CALGARY	T2E 6W5
AB	220 4th Ave, SEE	IOD, Room 170CALGARY AB T2G 4X3CAN	CALGARY	T2G 4X3
AB	220 4th Ave, SE, E	IOD, Room 170CALGARY AB T2G 4X3CAN	CALGARY	T2G 4X3
AB	2588 - 27 St NE	CALGARY AB T1Y 7G1CAN	CALGARY	T1Y 7G1
AB	EIOD - Intel	2000 Airport Road, NECALGARY AB T2E 6W5CAN	CALGARY	T2E 6W5
AB	EIOD	2588-27th St N.E.CALGARY AB T1Y 7G1CAN	CALGARY	T1Y 7G1
AB	Highway #2 South	P.O. Box 699CARDSTON AB T0K 0K0CAN	CARDSTON	T0K 0K0
AB	Highway #41 South	RR #1MANYBERRIES AB T0K 1L0CAN	MANYBERRIES	T0K 1L0
AB	Highway #6	P.O. Box 96WATERTON PARK AB T0K 2M0CAN	WATERTON PARK	T0K 2M0
AB	Highway #62 South	General DeliveryDEL BONITA AB T0K 0S0CAN	DEL BONITA	T0K 0S0

SK	1871 Hamilton Street	REGINA SK S4P 2B9CAN	REGINA	S4P 2B9
SK	2505 Airport Road	SASKATOON SK S7L 1M4CAN	SASKATOON	S7L 1M4
SK	2510 Sandra Schmirler Way	REGINA SK S4P 3W5CAN	REGINA	S4P 3W5
SK	410 – 22nd Street E	Room 660SASKATOON SK S7K 5T6CAN	SASKATOON	S7K 5T6
SK	P.O. Box 94, Minton	Port of RegwayMINTON SK SOC 1T0CAN	MINTON	SOC 1T0
SK	P.O. Box 180	CLIMAX SK SON 0N0CAN	CLIMAX	SON 0N0
SK	P.O. Box 189	CORONACH SK SOH 0Z0CAN	CORONACH	SOH 0Z0
SK	P.O. Box 229	CONSUL SK SON 0P0CAN	CONSUL	SON 0P0
SK	P.O. Box 330	CLIMAX SK SON 0N0CAN	CLIMAX	SON 0N0
SK	P.O. Box 450	ROCKGLEN SK SOH 3R0CAN	ROCKGLEN	SOH 3R0
SK	P.O. Box 60	NORTH PORTAL SK SOC 1W0CAN	NORTH PORTAL	SOC 1W0
SK	Regina District Office	1871 Hamilton StREGINA SK S4P 2B9CAN	REGINA	S4P 2B9

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BC	#1- Highway 37	STEWART BC	V0T 1W0	CAN	STEWART	V0T 1W0
BC	#202-97th Street	OSOYOOS BC	V0H 1V1	CAN	OSOYOOS	V0H 1V1
BC	#2-9370 Airport Access Road	CRANBROOK BC	V1C 7E4	CAN	CRANBROOK	V1C 7E4
BC	10 Highway 13	ALDERGROVE BC	V4W 2L8	CAN	ALDERGROVE	V4W 2L8
BC	10 Highway 22	ROSSLAND BC	V0G 1Y0	CAN	ROSSLAND	V0G 1Y0
BC	100 Dominion Street	MIDWAY BC	V0H 1M0	CAN	MIDWAY	V0H 1M0
BC	100 Nighthawk Road	CAWSTON BC	VOX 1C3	CAN	CAWSTON	VOX 1C3
BC	101-1640 Electra Boulevard	NORTH SAANICH BC	V8L 5V4	CAN	NORTH SAANICH	V8L 5V4
BC	102 Highway 395 South	CHRISTINA LAKE BC	V0H 1E0	CAN	CHRISTINA LAKE	V0H 1E0
BC	10290 Highway 22	SALMO BC	V0G 1Z0	CAN	SALMO	V0G 1Z0
BC	108 Highway 21	CRESTON BC	V0B 1G2	CAN	CRESTON	V0B 1G2
BC	109 - 7867 Express Street	BURNABY BC	V5A 1S7	CAN	BURNABY	V5A 1S7
BC	111-3000 Airport Road	PENTICTON BC	V2A 8X1	CAN	PENTICTON	V2A 8X1
BC	119-1250 Knight St.	COMOX BC	V9M 4H2	CAN	COMOX	V9M 4H2
BC	15-5533 Airport Way	KELOWNA BC	V1V 1S1	CAN	KELOWNA	V1V 1S1
BC	1611 - Main Street	412 - 4th Floor	VANCOUVER BC	V6A 2W5	VANCOUVER	V6A 2W5
BC	2 Sumas Way	ABBOTSFORD BC	V2S 8B7	CAN	ABBOTSFORD	V2S 8B7
BC	201A-60 Front Street	NANAIMO BC	V9R 5H7	CAN	NANAIMO	V9R 5H7
BC	220 Highway 99	SURREY BC	V3Z 9N7	CAN	SURREY	V3Z 9N7
BC	28 176 ST	SURREY BC	V3Z 9R9	CAN	SURREY	V3Z 9R9
BC	28 176th Street	SURREY BC	V3Z 9R9	CAN	SURREY	V3Z 9R9
BC	300 - 5940 Ferguson Road	RICHMOND BC	V7B 0B4	CAN	RICHMOND	V7B 0B4
BC	3025 Airport Road	Room 108	KAMLOOPS BC	V2B 7W9	KAMLOOPS	V2B 7W9
BC	3211 Grant McConachie Way, Room 2365.0	AVIA Main Terminal, Level 2, Int'l	RICHMOND	V7B 1K2	RICHMOND	V7B 1K2
BC	4 56th Street	DELTA BC	V4L 1Z2	CAN	DELTA	V4L 1Z2
BC	400-1321 Blanshard Street	VICTORIA BC	V8W 0B6	CAN	VICTORIA	V8W 0B6
BC	412-1611 Main Street	VANCOUVER BC	V6B 5R4	CAN	VANCOUVER	V6A 2W5
BC	4-4141 Airport Road	PRINCE GEORGE BC	V2N 4M6	CAN	PRINCE GEORGE	V2N 4M6
BC	4900 Highway 41	GRAND FORKS BC	V0H 1H5	CAN	GRAND FORKS	V0H 1H5
BC	5550 Dieppe Place	CHILLIWACK BC	V2R 5Y8	CAN	CHILLIWACK	V2R 5Y8
BC	6917 Highway 95	General Delivery	KINGSGATE BC	V0B 1V1	KINGSGATE	V0B 1V1
BC	700-300 West Georgia St	VANCOUVER BC	V6B 6C8	CAN	VANCOUVER	V6B 6C8
BC	9999 Highway 6	SALMO BC	V0G 1Z0	CAN	SALMO	V0G 1Z0
BC	District Office	320 - 277 Winnipeg Street	PENTICTON BC	V2A 5M2	PENTICTON	V2A 5M2
BC	District Office	5000 Miller Road, Unit 113	RICHMOND BC	V7B 1K6	RICHMOND	V7B 1K6
BC	Highway 93 South, General Delivery	GRASMERE BC	V0B 1R0	CAN	GRASMERE	V0B 1R0
BC	P.O. Box 220	PRINCE RUPERT BC	V8J 3P8	CAN	PRINCE RUPERT	V8J 3P8
BC	VANCOUVER INTERNATIONAL AIRPORT	5000 Miller Road, Unit 113	RICHMOND	V7B 1K6	RICHMOND	V7B 1K6

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MB	100, 269 Main StreetVictory BuildingWINNIPEG MB R3C 1B3CAN	WINNIPEG	R3C 1B3
MB	1821 Wellington AvenueUnit 130WINNIPEG MB R3H 0G4CAN	WINNIPEG	R3H 0G4
MB	25 Forks Market Rd, Room 400WINNIPEG MB R3C 4S9CAN	WINNIPEG	R3C 4S9
MB	269 Main Street5th Floor, Room 500WINNIPEG MB R3C 1B3CAN	WINNIPEG	R3C 1B3
MB	820E-1821 Wellington AveWINNIPEG MB R3H 0G4CAN	WINNIPEG	R3H 0G4
MB	District OfficeHighway 75EMERSON MB ROA 0LOCAN	EMERSON	ROA 0LO
MB	General DeliveryDARLINGFORD MB ROG 0LOCAN	DARLINGFORD	ROG 0LO
MB	General DeliveryRR #1, Box 33WINKLER MB R6W 4A1CAN	WINKLER	R6W 4A1
MB	P.O. Box 126TOLSTOI MB ROA 2EOCAN	TOLSTOI	ROA 2EO
MB	P.O. Box 130SNOWFLAKE MB ROG 2KOCAN	SNOWFLAKE	ROG 2KO
MB	P.O. Box 178OKILLARNEY MB ROK 1GOCAN	KILLARNEY	ROK 1GO
MB	P.O. Box 206PIERSON MB ROM 1SOCAN	PIERSON	ROM 1SO
MB	P.O. Box 339CRYSTAL CITY MB ROK 0NOCAN	CRYSTAL CITY	ROK 0NO
MB	P.O. Box 389CARTWRIGHT MB ROK 0LOCAN	CARTWRIGHT	ROK 0LO
MB	P.O. Box 427GRETNA MB ROG 0VOCAN	GRETNA	ROG 0VO
MB	P.O. Box 625MELITA MB ROM 1LOCAN	MELITA	ROM 1LO
MB	P.O. Box 877DELORAIN MB ROM 0MOCAN	DELORAIN	ROM 0MO
MB	Port of BoissevainP.O. Box 1150BOISSEVAIN MB ROK 0EOCAN	BOISSEVAIN	ROK 0EO
MB	Port of EmersonHighway 75EMERSON MB ROA 0LOCAN	EMERSON	ROA 0LO
MB	Port of PineyHwy #12, P.O. Box 20SPRAGUE MB ROA 1ZOCAN	SPRAGUE	ROA 1ZO
MB	Port of South JunctionHwy #12, P.O. Box 20SPRAGUE MB ROA 1ZOCAN	SPRAGUE	ROA 1ZO
MB	Port of SpragueHwy #12, P.O. Box 20SPRAGUE MB ROA 1ZOCAN	SPRAGUE	ROA 1ZO
MB	RR1 STN MAINGeneral DeliveryWINKLER MB R6W 4A1CAN	WINKLER	R6W 4A1
MB	Winnipeg & NWT District Office1821 Wellington Ave, Unit 130WINNIPEG MB WINNIPEG	WINNIPEG	R3H 0G4
MB	Winnipeg International Airport1380-1970 Wellington AveWINNIPEG MB R3H 0E3	WINNIPEG	R3H 0E3



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**Central:**

ON	1 Brookdale AveCORNWALL ON K6J 0A9CAN	CORNWALL	K6J 0A9
ON	1 Front Street WestC.P. Box 10, Station A,TORONTO ON M5J 2X5CAN	TORONTO	M5J 2X5
ON	10 Central AveFORT ERIE ON L2A 6G6CAN	FORT ERIE	L2A 6G6
ON	10 Queens StreetFORT ERIE ON L2A 6M4CAN	FORT ERIE	L2A 6M4
ON	100 Metcalfe StOTTAWA ON K1P 5M1CAN	OTTAWA	K1P 5M1
ON	1000 Airport Parkway PrivateOTTAWA ON K1V 9B4CAN	OTTAWA	K1V 9B4
ON	101 Church StreetFORT FRANCES ON P9A 3X8CAN	FORT FRANCES	P9A 3X8
ON	1032 Highway 16PRESCOTT ON K0E 1T0CAN	PRESCOTT	K0E 1T0
ON	1200 Airport BoulevardOSHAWA ON L1J 8P5CAN	OSHAWA	L1J 8P5
ON	125 Huron StreetSAULT STE. MARIE ON P6A 1R3CAN	SAULT STE. MARIE	P6A 1R3
ON	1250 Walker RoadWINDSOR ON N8Y 4T4CAN	WINDSOR	N8Y 4T4
ON	140 Thad Johnson PrivateOTTAWA ON K1V 0R4CAN	OTTAWA	K1V 0R4
ON	14154 Niagara ParkwayNIAGARA ON THE LAKE ON LOS 1J0CAN	NIAGARA ON THE LAKE	LOS 1J0
ON	1426 St Joseph BLVD Suite 408OTTAWA ON K1A 0R2CAN	OTTAWA	K1A 0R2
ON	1555 Venetian BoulevardPOINT EDWARD ON N7T 0A9CAN	POINT EDWARD	N7T 0A9
ON	1750 Crumlin RoadLONDON ON N5V 3B6CAN	LONDON	N5V 3B6
ON	1980 Matheson Blvd MISSISSAUGA ON L4W 5N3CAN	MISSISSAUGA	L4W 5N3
ON	2 Peace Bridge PlazaFORT ERIE ON L2A 0A7CAN	FORT ERIE	L2A 0A7
ON	201 North May StreetTHUNDER BAY ON P7C 3P4CAN	THUNDER BAY	P7C 3P4
ON	216 King StreetGeneral DeliverySOMBRA ON N0P 2H0CAN	SOMBRA	N0P 2H0
ON	22 Bay Street2nd FloorSAULT STE. MARIE ON P6A 5S2CAN	SAULT STE. MARIE	P6A 5S2
ON	2265 St. Laurent Blvd.1st FloorOTTAWA ON K1G 2C5CAN	OTTAWA	K1G 2C5
ON	2270 St LaurentOTTAWA ON K1G 6C4CAN	OTTAWA	K1G 6C4
ON	22nd Bay Street2nd FloorSAULT STE. MARIE ON P6A 5S2CAN	SAULT STE. MARIE	P6A 5S2
ON	2500 Ouellette AveWINDSOR ON N8X 1L4CAN	WINDSOR	N8X 1L4
ON	2720 Britannia Road East, Cargo 3MISSISSAUGA ON L5P 1A2CAN	MISSISSAUGA	L5P 1A2
ON	29 Duke Street EastKITCHENER ON N2H 1A2CAN	KITCHENER	N2H 1A2
ON	301 Scott Street2nd FloorFORT FRANCES ON P9A 1H1CAN	FORT FRANCES	P9A 1H1
ON	35 Park StreetWINDSOR ON N9A 3A8CAN	WINDSOR	N9A 3A8
ON	374 Huronia RoadBARRIE ON L4N 8Y9CAN	BARRIE	L4N 8Y9
ON	4 Eireann QuayTORONTO ON M5V 1A1CAN	TORONTO	M5V 1A1
ON	40 Elm StreetSuite 278SUDBURY ON P3C 1S8CAN	SUDBURY	P3C 1S8
ON	417 Exeter RoadLONDON ON N6E 2Z3CAN	LONDON	N6E 2Z3
ON	4285 Industrial RoadWINDSOR ON N9C 2K2CAN	WINDSOR	N9C 2K2
ON	4342 Queen Street, Suite 618NIAGARA FALLS ON L2E 7J7CAN	NIAGARA FALLS	L2E 7J7
ON	4422 River RoadNIAGARA FALLS ON L2E 3M5CAN	NIAGARA FALLS	L2E 3M5
ON	4881 Fountain StreetBRESLAU ON N0B 1M0CAN	BRESLAU	N0B 1M0
ON	501 Tollgate Rd. EastCORNWALL ON K6H 5R6CAN	CORNWALL	K6H 5R6
ON	5425 Dixie RoadMISSISSAUGA ON L4W 1E6CAN	MISSISSAUGA	L4W 1E6
ON	55 Bay Street NorthHAMILTON ON L8R 3P7CAN	HAMILTON	L8R 3P7
ON	5660 Falls AveNIAGARA FALLS ON L2G 7T5CAN	NIAGARA FALLS	L2G 7T5
ON	5755 River RdNIAGARA FALLS ON L2G 3K9CAN	NIAGARA FALLS	L2G 3K9
ON	5980 Airport Rd Mississauga ONMISSISSAUGA ON L5P 1B2CAN	MISSISSAUGA	L5P 1B2
ON	6 Northstar Drive, Building 346 8 wing ASTRA ON K0K 3W0CAN	ASTRA	K0K 3W0
ON	6080 McLeod RoadNIAGARA FALLS ON L2G 7T4CAN	NIAGARA FALLS	L2G 7T4

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ON	61 Hyperion CourtUnit 1KINGSTON ON K7K 7K7CAN	KINGSTON	K7K 7K7
ON	662 Highway 137LANSDOWNE ON K0E 1LOCAN	LANSDOWNE	K0E 1LO
ON	6900 Airport RoadEntrance 93MISSISSAUGA ON L4V 1E8CAN	MISSISSAUGA	L4V 1E8
ON	780 Huron ChurchWINDSOR ON N9C 2K2CAN	WINDSOR	N9C 2K2
ON	860 Highway 137LANSDOWNE ON K0E 1LOCAN	LANSDOWNE	K0E 1LO
ON	9300 Airport Road, Unit 1230MOUNT HOPE ON L0R 1W0CAN	MOUNT HOPE	L0R 1W0
ON	Border Operations Centre 2265 St.Laurent Blvd, 1st fl OTTAWA ON K1G 6C5CAN	OTTAWA	K1G 6C5
ON	DG NBOC2270 St.Laurent Blvd OTTAWA ON K1G 6C4CAN	OTTAWA	K1G 6C4
ON	District Office1000 Airport Parkway Prvt. OTTAWA ON K1G 2C5CAN	OTTAWA	K1G 2C5
ON	District Office140 Garden StreetGANANOQUE ON K7G 1H9CAN	GANANOQUE	K7G 1H9
ON	District Office22 Bay StreetSAULT STE. MARIE ON P6A 5S2CAN	SAULT STE. MARIE	P6A 5S2
ON	JACK GARLAND AIRPORT50 Terminal StreetNORTH BAY ON P1B 8G2CAN	NORTH BAY	P1B 8G2
ON	National Targeting Centre 2265 St.Laurent Blvd, 2nd floor OTTAWA ON K1G 6C5CAN	OTTAWA	K1G 6C5
ON	OPRD Director2270 St.Laurent Blvd OTTAWA ON K1G 6C4CAN	OTTAWA	K1G 6C4
ON	P.O. Box 40, Toronto AMFMISSISSAUGA ON L5P 1A2CAN	MISSISSAUGA	L5P 1A2
ON	RR#3 WallaceburgGeneral DeliveryWALLACEBURG ON N8A 4K9CAN	WALLACEBURG	N8A 4K9
ON	Sir Richard Scott Building191 Laurier Ave. WOTTAWA ON K1P 1E7CAN	OTTAWA	K1P 1E7
ON	Warrant Response Centre2265 St.Laurent Blvd, 1st fl OTTAWA ON K1G 6C5CAN	OTTAWA	K1G 6C5

QC	1 Route 219 SouthHEMMINGFORD QC J0L 1H0CAN	HEMMINGFORD	J0L 1H0
QC	10 chemin des PricesSAINT-JUST-DE-BRETIENIERES QC G0R 3H0CAN	SAINT-JUST-DE-BRETIENIERES	G0R 3H0
QC	10 chemin DutchRoute 235SAINT-ARMAND QC JOJ 1T0CAN	SAINT-ARMAND	JOJ 1T0
QC	10 Route 133SAINT-ARMAND QC JOJ 1T0CAN	SAINT-ARMAND	JOJ 1T0
QC	100 Lafontaine StreetDoor 116CHICOUTIMI QC G7H 6X2CAN	CHICOUTIMI	G7H 6X2
QC	1000 Route 147COATICOOK QC J1A 2S2CAN	COATICOOK	J1A 2S2
QC	1010, St-Antoine Ouest2e étageMONTREAL QC H3C 1B2CAN	MONTREAL	H3C 1B2
QC	1020 chemin des LignesWOBBURN QC G0Y 1R0CAN	WOBBURN	G0Y 1R0
QC	1123 chemin Elgin SudSAINT-PAMPHILE QC G0R 3X0CAN	SAINT-PAMPHILE	G0R 3X0
QC	1187 de la Frontiere StreetEstcourt SectionPOHENEGAMOOK QC G0L 1J0CAN	POHENEGAMOOK	G0L 1J0
QC	11955 rue Henry-GiffardBureau 100MIRABEL QC J7N 1G3CAN	MIRABEL	J7N 1G3
QC	130 RUE DALHOUSIEQUEBEC QC G1K 4C4CAN	QUEBEC	G1K 4C4
QC	139 chemin de la Vallée MissisquoiSUTTON QC JOE 2K0CAN	SUTTON	JOE 2K0
QC	154, Route 223LACOLLE QC JOJ 1J0CAN	LACOLLE	JOJ 1J0
QC	165 rue St-HyacintheCHARTIERVILLE QC JOB 1K0CAN	CHARTIERVILLE	JOB 1K0
QC	1871 Route 141SAINT-HERMENEGILDE QC JOB 2W0CAN	SAINT-HERMENEGILDE	JOB 2W0
QC	193 Route 237FRELIGHSBURG QC JOJ 1C0CAN	FRELIGHSBURG	JOJ 1C0
QC	2 Route 55STANSTEAD QC JOB 3E2CAN	STANSTEAD	JOB 3E2
QC	2 rue PrincipaleSTANSTEAD QC JOB 3E5CAN	STANSTEAD	JOB 3E5
QC	2, Route 203HAVELOCK QC JOS 2C0CAN	HAVELOCK	JOS 2C0
QC	200, Montée St-FrancoisLAVAL QC H7C 1S5CAN	LAVAL	H7C 1S5
QC	2200 Av Réverchon suite 296DORVAL QC H9P 2S7CAN	DORVAL	H9P 2S7
QC	2250 rue St-OlivierSuite 105TROIS-RIVIERES QC G9A 4E9CAN	TROIS-RIVIERES	G9A 4E9



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QC	226 rue Dufferin STANSTEAD QC J0B 3E2CAN	STANSTEAD	J0B 3E2
QC	235 rue Principal, 1st floorCAP-AUX-MEULES QC G4T 1R7CAN	CAP-AUX-MEULES	G4T 1R7
QC	2500 chemin BeechCLARENCEVILLE QC J0J 1B0CAN	CLARENCEVILLE	J0J 1B0
QC	26 Route 253EAST HEREFORD QC J0B 1S0CAN	EAST HEREFORD	J0B 1S0
QC	2705, Chemin DouanesATHELSTAN QC J0S 1A0CAN	ATHELSTAN	J0S 1A0
QC	300, Route 221LACOLLE QC J0J 1J0CAN	LACOLLE	J0J 1J0
QC	301-701 Laure BoulevardFederal buildingSEPT-ILES QC G4R 1X8CAN	SEPT-ILES	G4R 1X8
QC	305, boul. René Lévesque Ouest, 5e étageMONTREAL QC H2Z 1A6CAN	MONTREAL	H2Z 1A6
QC	383 chemin RichfordFRELIGHSBURG QC J0J 1C0CAN	FRELIGHSBURG	J0J 1C0
QC	4 chemin MansonvilleRoute 243MANSONVILLE QC J0E 1X0CAN	MANSONVILLE	J0E 1X0
QC	400 Place d'Youville2e etageMONTREAL QC H2Y 2C2CAN	MONTREAL	H2Y 2C2
QC	468 rang St-JosephSAINTE-AURELIE QC G0M 1M0CAN	SAINTE-AURELIE	G0M 1M0
QC	475 Chemin de la Grande LigneRIGAUD QC J0P 1P0CAN	RIGAUD	J0P 1P0
QC	50 Place de la CitéSHERBROOKE QC J1H 5K2CAN	SHERBROOKE	J1H 5K2
QC	500 rue PrincipalePoste AQUEBEC QC G2G 2T9CAN	QUEBEC	G2G 2T9
QC	501 autoroute 15SAINT-BERNARD-DE-LACOLLE QC J0J 1V0CAN	SAINT-BERNARD-DE-L	J0J 1V0
QC	549 Route 139ABERCORN QC J0E 1B0CAN	ABERCORN	J0E 1B0
QC	555 rue McArthurSAINT-LAURENT QC H4T 1T4CAN	SAINT-LAURENT	H4T 1T4
QC	6 Route 225CLARENCEVILLE QC J0J 1B0CAN	CLARENCEVILLE	J0J 1B0
QC	60 rue Aeroport GASPE QC G4X 2K2CAN	GASPE	G4X 2K2
QC	625 Laflèche BoulevardSuite 204BAIE-COMEAU QC G5C 1C5CAN	BAIE-COMEAU	G5C 1C5
QC	7100 rue Tellier MONTREAL QC H1N 3T7CAN	MONTREAL	H1N 3T7
QC	740, rue Bel-Air MONTREAL QC H4C 2K3CAN	MONTREAL	H4C 2K3
QC	8750 Route 132SAINTE-AGNÈS-DE-DUNDEE QC J0S 1L0CAN	SAINTE-AGNÈS-DE-DU	J0S 1L0
QC	9 Nord de l'EgliseLACOLLE QC J0J 1J0CAN	LACOLLE	J0J 1J0
QC	975 BOUL Roméo Vachon N, Bureau 445DORVAL QC H4Y 1H1CAN	DORVAL	H4Y 1H1
QC	975 Roméo Vachon NordBureau 445DORVAL QC H4Y 1H1CAN	DORVAL	H4Y 1H1
QC	980 138 highwayATHELSTAN QC J0S 1A0CAN	ATHELSTAN	J0S 1A0
QC	99 rue AugustaSOREL-TRACY QC J3P 1A8CAN	SOREL-TRACY	J3P 1A8
QC	999 Route 173SAINT-THEOPHILE QC G0M 2A0CAN	SAINT-THEOPHILE	G0M 2A0
QC	District Office400 Place d'YouvilleMONTREAL QC H2Y 2C2CAN	MONTREAL	H2Y 2C2
QC	District Office50 Place de la CitéSHERBROOKE QC J1H 5L8CAN	SHERBROOKE	J1H 5L8
QC	District OfficeRoute 15LACOLLE QC J0J 1J0CAN	LACOLLE	J0J 1J0



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## Eastern:

NS	1 Bell Blvd.ENFIELD NS B2T 1K2CAN	ENFIELD	B2T 1K2
NS	100-47 Dorchester SreetsYDNEY NS B1P 7H5CAN	SYDNEY	B1P 7H5
NS	1557 Hollis St. 1st FloorHALIFAX NS B3J 1V4CAN	HALIFAX	B3J 1V4
NS	1701 Hollis Street 12th Floor, Founders SQHALIFAX NS B3J 3M8CAN	HALIFAX	B3J 3M8
NS	1969 Upper Water St.Purdy's Tower II, 5th FloorHALIFAX NS B3J 3R7CAN	HALIFAX	B3J 3R7
NS	3139 Oxford StreethALIFAX NS B3L 0B6CAN	HALIFAX	B3L 0B6
NS	58 Water StreetYARMOUTH NS B5A 1K9CAN	YARMOUTH	B5A 1K9
NS	91 Simmonds DriveDARTMOUTH NS B3B 1N7CAN	DARTMOUTH	B3B 1N7

NL	165 Duckworth Street, Suite 601, ST. JOHN'S, NL A1C 1G4	ST. JOHN'S	A1C 1G4
NL	1 Regent SquareCORNER BROOK NL A2H 7K6CAN	CORNER BROOK	A2H 7K6
NL	1 Water StreetFORTUNE NL A0E 1P0CAN	FORTUNE	A0E 1P0
NL	1000 James BoulevardGANDER NL A1V 1W7CAN	GANDER	A1V 1W7
NL	165 Duckworth Street, 6th Floor, ST. JOHN'S, NL A1C 1G4	ST. JOHN'S	A1C 1G4
NL	295 Loring DriveHAPPY VALLEY-GOOSE BAY NL A0P 1C0CAN	HAPPY VALLEY-GOOSE	A0P 1C0

NB	1 Route 774WELSHPOOL NB E5E 1A1CAN	WELSHPOOL	E5E 1A1
NB	10 Bridge StreetSAINT-LEONARD NB E7E 1Y1CAN	SAINT-LEONARD	E7E 1Y1
NB	1015 Main StreetGRAND-SAULT/GRAND FALLS NB E3Z 2X1CAN	GRAND-SAULT/GRAND	E3Z 2X1
NB	1-219 Main StreetBATHURST NB E2A 1A9CAN	BATHURST	E2A 1A9
NB	1403 Route 95BELLEVILLE NB E7M 4Z9CAN	BELLEVILLE	E7M 4Z9
NB	1449 Route 110ROYALTON NB E7K 2E3CAN	ROYALTON	E7K 2E3
NB	1699 Forest City RoadFOREST CITY NB E6H 1Z6CAN	FOREST CITY	E6H 1Z6
NB	175 Deer Island Point RoadCUMMINGS COVE NB E5V 1G5CAN	CUMMINGS COVE	E5V 1G5
NB	185, Line rdBLOOMFIELD CARLETON CO NB E7K 1C5CAN	BLOOMFIELD CARLETON	E7K 1C5
NB	189 Prince William StreetSAINT JOHN NB E2L 2B9CAN	SAINT JOHN	E2L 2B9
NB	20 St-Stephen DriveST STEPHEN NB E3L 0B5CAN	ST STEPHEN	E3L 0B5
NB	204 Milltown BoulevardST STEPHEN NB E3L 1G8CAN	ST STEPHEN	E3L 1G8
NB	205, Smugglers rdRIVER DE CHUTE NB E7H 4X5CAN	RIVER DE CHUTE	E7H 4X5
NB	2785 Route 4ST CROIX NB E6J 2A7CAN	ST CROIX	E6J 2A7
NB	415, Brown rdFOUR FALLS NB E3Z 2C6CAN	FOUR FALLS	E3Z 2C6
NB	4575 Route 122FOSTERVILLE NB E6H 2B6CAN	FOSTERVILLE	E6H 2B6
NB	495 Prospect StreetFREDERICTON NB E3B 9M4CAN	FREDERICTON	E3B 9M4
NB	6 Route 190CARLINGFORD NB E7H 5H6CAN	CARLINGFORD	E7H 5H6
NB	600 Route 375California SettlementDSL DE GRAND-SAULT/FALLS NB E3Z 1Z6CAN	DSL DE GRAND-SAULT	E3Z 1Z6
NB	65 Canterbury StreetSAINT JOHN NB E2L 2C7CAN	SAINT JOHN	E2L 2C7
NB	66 Saint Francois StreetRoom 107EDMUNDSTON NB E3V 1E6CAN	EDMUNDSTON	E3V 1E6
NB	790 Principale StreetCLAIR NB E7A 2H6CAN	CLAIR	E7A 2H6
NB	81 Albert StreetSuite 401MONCTON NB E1C 1B3CAN	MONCTON	E1C 1B3
NB	Alternate Service1575 Champlain STDIEPPE NB E1A 7P5CAN	DIEPPE	E1A 7P5
NB	Alternate ServicePO BOX 506BATHURST NB E2A 3Z4CAN	BATHURST	E2A 3Z4
NB	District Office65 Canterbury StreetSAINT JOHN NB E2L 2C7CAN	SAINT JOHN	E2L 2C7
NB	District Office650 Main STWOODSTOCK NB E7M 2G9CAN	WOODSTOCK	E7M 2G9

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PE	250 Maple Hills Avenue	CHARLOTTETOWN PE C1C 1N2CAN	CHARLOTTETOWN	C1C 1N2
PE	66 Argus drive	SLEMON PARK PE COB 2A0CAN	SLEMON PARK	COB 2A0
PE	Alternate Service	94 Euston STCHARLOTTETOWN PE C1A 1W4CAN	CHARLOTTETOWN	C1A 1W4

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**Northern:**

NT	5101 - 50th AvenueRoom 325YELLOWKNIFE NT X1A 2N2CAN	YELLOWKNIFE	X1A 2N2
NU	1126 Mivvik St. main FloorIQALUIT NU X0A 0H0CAN	IQALUIT	X0A 0H0
YT	110-300 Main StreetWHITEHORSE YT Y1A 2B5CAN	WHITEHORSE	Y1A 2B5
YT	Mile 1202 Alaska HighwayBEAVER CREEK YT Y0B 1A0CAN	BEAVER CREEK	Y0B 1A0
YT	P.O. Box 1629DAWSON YT Y0B 1G0CAN	DAWSON	Y0B 1G0

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## **ANNEX "C" STANDING OFFER PERIODIC REPORTING REQUIREMENTS**

The reports shall contain the following information:

- i. the standing offer/supply arrangement number;
- ii. the supplier name;
- iii. the reporting period;
- iv. the call-up/contract number for each call-up/contract, including amendments;
- v. the client department;
- vi. the contracting authority;
- vii. the date of the call-up/contract;
- viii. the call-up/contract period;
- ix. the name of the institution
- x. the line items acquired;
- xi. the value of the call-up/contract, Goods or Services Tax/Harmonized Sales Tax included, as applicable.

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