

## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**

**Room 1650, 635 8th Ave. S.W.**

## Calgary

## Alberta

**T2P 3M3**

**Bid Fax: (403) 292-5786**

## 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**

Public Works and Government Services Canada/Travaux  
publics et Services gouvernementaux Canada  
Room 1650, 635 8th Ave. S.W.

## Calgary

Alberta

T2P 3M3

<b>Title - Sujet</b> ATV Rentals	
<b>Solicitation No. - N° de l'invitation</b> W0127-15P027/A	<b>Date</b> 2016-04-21
<b>Client Reference No. - N° de référence du client</b> W0127-15P027	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$CAL-137-6462
<b>File No. - N° de dossier</b> CAL-5-38140 (137)	<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 2016-06-01</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Daylight Saving Time MDT
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Loi, Ngan	<b>Buyer Id - Id de l'acheteur</b> cal137
<b>Telephone No. - N° de téléphone</b> (403)292-4254 ( )	<b>FAX No. - N° de FAX</b> (403)292-5786
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Department of National Defence Attn: Building 187 Sapper Way PO Box 10500 STN Forces Edmonton AB, T5J 4J5	
<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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W0127-15P027/A  
Client Ref. No. - N° de réf. du client  
W0127-15P027

Amd. No. - N° de la modif.  
  
File No. - N° du dossier  
CAL-5-38140

Buyer ID - Id de l'acheteur  
CAL137  
CCC No./N° CCC - FMS No./N° VME

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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 and Additional Information: includes the certifications and additional information to be provided;   |
| Part 6 | 6A, Standing Offer, and 6B, Resulting Contract Clauses:<br><br>6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;<br><br>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, the Electronic Payment Instruments, and any other annexes.

### **1.2 Summary**

- 1.2.1 For the rental of ATV's and Gator Style Mules, without operators, and ATV Trailers to supplement the DND fleet as required by the Department of National Defence Suffield, Wainwright, and Edmonton, located in Medicine Hat, Alberta, Denwood, Alberta, and Edmonton, Alberta. The period of Standing Offer is from January 1, 2017 to December 31, 2019.
- 1.2.2 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).

### **1.3 Debriefings**

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

## **PART 2 - OFFEROR INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

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

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (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 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 10 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 Alberta.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Offerors.

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## **PART 3 - OFFER PREPARATION INSTRUCTIONS**

### **3.1 Offer Preparation Instructions**

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

Section I: Technical Offer (1 hard copy)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

Canada requests that Offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Offerors should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

#### **Section I: Technical Offer**

In their technical offer, Offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with the Annex B, Basis of Payment. The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 Electronic Payment of Invoices - Offer**

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "C" Electronic Payment Instruments, to identify which ones are accepted.

If Annex "C" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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 and additional information 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

Please see Annex "A" – Requirement

#### 4.1.2 Financial Evaluation

**4.1.2.1** The total aggregate bid price will be calculated by multiplying the firm unit price of each line item by the estimated usage per year.

The calculation will be applied to each year of pricing and all periods will be totalled to determine the total evaluated aggregated bid price.

SACC Manual Clause M0220T (2016-01-28), Evaluation of Price

### 4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

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## 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. Unless specified otherwise, 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 Integrity Provisions - 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 – Required Documentation

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" list ) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)).

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" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.



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## 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 Security Requirements

6.2.1 There is no security requirement applicable to the 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 Works and Government Services 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 "D ". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

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

The quarterly reporting periods are defined as follows:

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

The data must be submitted to the Standing Offer Authority no later than fifteen (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 from January 1, 2017 to December 31, 2019.

##### 6.4.2 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Standing Offer.

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## 6.5 Authorities

### 6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Ngan Loi  
Procurement Officer  
Public Works and Government Services Canada  
Acquisitions Branch, Western Region  
1650, 635 8 Ave SW  
Calgary, AB T2P 3M3

Telephone: 403-292-4254  
Facsimile: 403-292-5786  
E-mail address: ngan.loi@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.

### 6.5.2 Project Authority

The Project Authority for the Standing Offer is:

**To be determined.**

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

### 6.5.3 Offeror's Representative

**(To be completed by Offeror)**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Department of National Defence.

## 6.7 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.

## 6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$75,000.00 (Applicable Taxes included).

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## 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 (2016-04-04), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) Annex D, Standing Offer Usage Report;
- h) the Offeror's offer dated \_\_\_\_\_.

## 6.10 Certifications and Additional Information

### 6.10.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. 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.

## 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 Alberta.

## 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 (2016-04-04), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16 Interest on Overdue Accounts, of 2010A (2016-04-04), General Conditions - Goods (Medium Complexity) 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

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid **a firm unit price(s)**, 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 Single Payment

H1000C (2008-05-12), Single Payment

### 6.4.3 Electronic Payment of Invoices – Call-up

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s): **TBD**

## 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:

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 Insurance

SACC Manual clause G1005C (2016-01-28), Insurance

## 6.7 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department  
A9062C (2011-05-16), Canadian Forces Site Regulations  
B7500C (2006-06-16), Excess Goods

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## ANNEX "A"

### REQUIREMENT

Regional Individual Standing Offer (RISO) for the rental of ATVs and Gator Style Mules, without operators, and ATV trailers to supplement the DND fleet as required by the Department of National Defence Suffield, Wainwright and Edmonton, located in Medicine Hat, Alberta, Denwood, Alberta, and Edmonton, Alberta in accordance with the terms and conditions stated herein. The period for making call-ups against the Standing Offer will be from January 1, 2017 to December 31, 2019.

#### Equipment:

- a. ATV: 350-500cc; 18-25 HP; 4, 6, and 8 wheeled drive
- b. Mule: Gator Style (Bench Seat), 4 x 4
- c. ATV Trailers:
  - i. Tub type (to be towed by an ATV): constructed of polyethylene, single axles.
  - ii. Tow behind type (can be towed by a truck or an ATV): road worthy including licensing and lights; three sizes, capable of transporting 2, 4, and 6 ATVs.

Vehicles must be no older than 3 years and must be well-maintained and in good running order. Fuel and fluid levels will be topped up by the Offeror at the beginning of the rental period. DND will top up fuel and fluid levels prior to return of the ATV units.

#### Minimum Call-up Requirement:

The Offeror must be able to provide a minimum of four (4) of each type of vehicle within 24 hours of receiving the call-up. The balance of the call-up vehicle must be provided within 5 business days of receiving the call-up.

CAN MEET \_\_\_\_\_

CANNOT MEET \_\_\_\_\_

#### Delivery:

Units shall be delivered, FOB destination including all delivery and off-loading charges, at the beginning of the rental period, and picked up at the end of the rental period, to/from the locations shown below, unless otherwise stated at the time of the call-up. For other delivery locations, any additional delivery costs will be negotiated at the time of the call-up. The geographic area of coverage for delivery is defined as facilities located within each Canadian Forces Base listed below plus a 25 km radius of the base:

- a. Canadian Forces Base Wainwright located in Rural Eastern Alberta.
- b. Canadian Forces Base Suffield located in Southeastern Alberta
- c. Canadian Forces Base Edmonton located in Edmonton Capital Region, Alberta.

#### Division of Responsibilities:

Upon delivery, the Project Authority and the Offeror will inspect equipment to check for any exiting damage, check fluid levels, etc. If the equipment is not deemed serviceable, the Project Authority will refuse the units.

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Buyer ID - Id de l'acheteur  
CAL137  
CCC No./N° CCC - FMS No./N° VME

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The Offeror is responsible for all maintenance and repair. In the event of faulty equipment/equipment breakdown during the rental period, the Offeror will replace the unit(s) within a time period agreed upon by the DND Project Authority and the Offeror.

At the time of the rental period, the Project Authority and the Offeror will perform an inspection to determine if any damage occurred during the rental period, and to check fluid levels, etc.

The Department of National Defence is responsible for damage incurred by DND personnel.

## ANNEX "B"

### BASIS OF PAYMENT

- **The Offeror must quote firm unit price in Canadian Dollars.**
- GST is not included in prices, but it will be added as a separate item, if applicable, on any resulting invoice.
- Firm unit Prices remain firm for the period of the Standing Offer.
- Rental period will not include drop off or pick up day.
- Monthly rates will be prorated for rental periods of less than one month. Prorating will be based on a 30-day month.
- Pickup and delivery of units is included in prices shown

#### 1. Standing Offer Year 1 period from January 1, 2017 to December 31, 2017

##### **A. GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE WAINWRIGHT, LOCATED IN RURAL EASTERN ALBERTA, CANADA.**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Wainwright plus a 25 km radius of the base.

Item	Description	Estimated Usage Per Year	Firm Unit Price
1	ATV as described in Annex A Make: _____ Model: _____	100 rental months	\$_____/unit/month
2	Mule, Gator style 4x4 as described in Annex A Make: _____ Model: _____	140 rental months	\$_____/unit/month
3	ATV Tub Trailer as described in Annex A	140 rental months	\$_____/unit/month
4	Other related equipment may be called-up at the Offeror's current published price less a discount of ____ %		

**B. GEOGRAPHIC AREA OF COVERAGE-CANADIAN FORCES BASE SUFFIELD, LOCATED IN SOUTHEASTERN ALBERTA, CANADA.**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Suffield plus a 25 km radius of the base.

Item	Description	Estimated Usage Per Year	Firm Unit Price
1	ATV as described in Annex A Make: _____ Model: _____	15 rental months	\$_____/unit/month
2	Mule, Gator style 4x4 as described in Annex A Make: _____ Model: _____	12 rental months	\$_____/unit/month
3	ATV Tub Trailer as described in Annex A	10 rental months	\$_____/unit/month
4	Other related equipment may be called-up at the Offeror's current published price less a discount of ____ %		

**C. GEOGRAPHIC AREA OF COVERAGE- CANADIAN FORCES BASE EDMONTON, LOCATED IN EDMONTON CAPITAL REGION, ALBERTA, CANADA.**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Edmonton, plus a 25 km radius of the base.

Item	Description	Estimated Usage Per Year	Firm Unit Price
1	ATV as described in Annex A Make: _____ Model: _____	55 rental months	\$_____/unit/month
2	Mule, Gator style 4x4 as described in Annex A Make: _____ Model: _____	55 rental months	\$_____/unit/month
3	ATV Tub Trailer as described in Annex A	10 rental months	\$_____/unit/month
4	ATV Tow Behind Trailer capable of towing a maximum of 2 ATVs	10 rental months	\$_____/unit/month
5	ATV Tow Behind Trailer capable of towing a maximum of 4 ATVs	10 rental months	\$_____/unit/month
6	ATV Tow Behind Trailer capable of towing a maximum of 6 ATVs	10 rental months	\$_____/unit/month
7	Other related equipment may be called-up at the Offeror's current published price less a discount of ____ %		



## **2. Standing Offer Year 2 period from January 1, 2018 to December 31, 2018**

### **A. GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE WAINWRIGHT, LOCATED IN RURAL EASTERN ALBERTA, CANADA.**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Wainwright plus a 25 km radius of the base.

Item	Description	Estimated Usage Per Year	Firm Unit Price
1	ATV as described in Annex A Make: _____ Model: _____	100 rental months	\$_____/unit/month
2	Mule, Gator style 4x4 as described in Annex A Make: _____ Model: _____	140 rental months	\$_____/unit/month
3	ATV Tub Trailer as described in Annex A	140 rental months	\$_____/unit/month
4	Other related equipment may be called-up at the Offeror's current published price less a discount of ____ %		

### **B. GEOGRAPHIC AREA OF COVERAGE-CANADIAN FORCES BASE SUFFIELD, LOCATED IN SOUTHEASTERN ALBERTA, CANADA.**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Suffield plus a 25 km radius of the base.

Item	Description	Estimated Usage Per Year	Firm Unit Price
1	ATV as described in Annex A Make: _____ Model: _____	15 rental months	\$_____/unit/month
2	Mule, Gator style 4x4 as described in Annex A Make: _____ Model: _____	12 rental months	\$_____/unit/month
3	ATV Tub Trailer as described in Annex A	10 rental months	\$_____/unit/month
4	Other related equipment may be called-up at the Offeror's current published price less a discount of ____ %		

**C. GEOGRAPHIC AREA OF COVERAGE- CANADIAN FORCES BASE EDMONTON, LOCATED IN EDMONTON CAPITAL REGION, ALBERTA, CANADA.**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Edmonton, plus a 25 km radius of the base.

Item	Description	Estimated Usage Per Year	Firm Unit Price
1	ATV as described in Annex A Make: _____ Model: _____	55 rental months	\$_____/unit/month
2	Mule, Gator style 4x4 as described in Annex A Make: _____ Model: _____	55 rental months	\$_____/unit/month
3	ATV Tub Trailer as described in Annex A	10 rental months	\$_____/unit/month
4	ATV Tow Behind Trailer capable of towing a maximum of 2 ATVs	10 rental months	\$_____/unit/month
5	ATV Tow Behind Trailer capable of towing a maximum of 4 ATVs	10 rental months	\$_____/unit/month
6	ATV Tow Behind Trailer capable of towing a maximum of 6 ATVs	10 rental months	\$_____/unit/month
7	Other related equipment may be called-up at the Offeror's current published price less a discount of ____ %		

### **3. Standing Offer Year 3 period from January 1, 2019 to December 31, 2019**

#### **A. GEOGRAPHIC AREA OF COVERAGE - CANADIAN FORCES BASE WAINWRIGHT, LOCATED IN RURAL EASTERN ALBERTA, CANADA.**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Wainwright plus a 10 km radius of the base.

Item	Description	Estimated Usage Per Year	Firm Unit Price
1	ATV as described in Annex A Make: _____ Model: _____	100 rental months	\$_____/unit/month
2	Mule, Gator style 4x4 as described in Annex A Make: _____ Model: _____	140 rental months	\$_____/unit/month
3	ATV Tub Trailer as described in Annex A	140 rental months	\$_____/unit/month
4	Other related equipment may be called-up at the Offeror's current published price less a discount of ____ %		

#### **B. GEOGRAPHIC AREA OF COVERAGE-CANADIAN FORCES BASE SUFFIELD, LOCATED IN SOUTHEASTERN ALBERTA, CANADA.**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Suffield plus a 10 km radius of the base.

Item	Description	Estimated Usage Per Year	Firm Unit Price
1	ATV as described in Annex A Make: _____ Model: _____	15 rental months	\$_____/unit/month
2	Mule, Gator style 4x4 as described in Annex A Make: _____ Model: _____	12 rental months	\$_____/unit/month
3	ATV Tub Trailer as described in Annex A	10 rental months	\$_____/unit/month
4	Other related equipment may be called-up at the Offeror's current published price less a discount of ____ %		

**C. GEOGRAPHIC AREA OF COVERAGE- CANADIAN FORCES BASE EDMONTON, LOCATED IN EDMONTON CAPITAL REGION, ALBERTA, CANADA.**

The geographic area of coverage for delivery is defined as facilities located within Canadian Forces Base Edmonton, plus a 10 km radius of the base.

Item	Description	Estimated Usage Per Year	Firm Unit Price
1	ATV as described in Annex A Make: _____ Model: _____	55 rental months	\$_____/unit/month
2	Mule, Gator style 4x4 as described in Annex A Make: _____ Model: _____	55 rental months	\$_____/unit/month
3	ATV Tub Trailer as described in Annex A	10 rental months	\$_____/unit/month
4	ATV Tow Behind Trailer capable of towing a maximum of 2 ATVs	10 rental months	\$_____/unit/month
5	ATV Tow Behind Trailer capable of towing a maximum of 4 ATVs	10 rental months	\$_____/unit/month
6	ATV Tow Behind Trailer capable of towing a maximum of 6 ATVs	10 rental months	\$_____/unit/month
7	Other related equipment may be called-up at the Offeror's current published price less a discount of ____ %		

Solicitation No. - N° de l'invitation  
W0127-15P027/A  
Client Ref. No. - N° de réf. du client  
W0127-15P027

Amd. No. - N° de la modif.  
File No. - N° du dossier  
CAL-5-38140

Buyer ID - Id de l'acheteur  
CAL137  
CCC No./N° CCC - FMS No./N° VME

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**ANNEX “C” to PART 3 OF THE REQUEST FOR STANDING OFFERS**

**ELECTRONIC PAYMENT INSTRUMENTS**

The Offeror accepts to be paid by any of the following Electronic Payment Instrument(s):

- ☐ ( ) 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)

Solicitation No. - N° de l'invitation  
W0127-15P027/A  
Client Ref. No. - N° de réf. du client  
W0127-15P027

Amd. No. - N° de la modif.  
File No. - N° du dossier  
CAL-5-38140

Buyer ID - Id de l'acheteur  
CAL137  
CCC No./N° CCC - FMS No./N° VME

**ANNEX "D"**

**STANDING OFFER USAGE REPORT**

**Return to:**

Public Works and Government Services Canada  
Acquisitions Branch  
Facsimile: (403) 292-5786  
Email: wst-pa-cal@pwgsc-tpsgc.gc.ca

**Quarterly Usage Report Schedule:**

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

SUPPLIER: \_\_\_\_\_  
STANDING OFFER NO: \_\_\_\_\_  
DEPARTMENT OR AGENCY: \_\_\_\_\_

Item No.	Call-Up/contract No. Description	Value of the Call-Up/Contract (GST/HST excluded)
(A) Total Dollar Value Call-ups for this reporting period:		
(B) Accumulated Call-Up totals to date:		
(A+B) Total Accumulated Call-Ups:		

**NIL REPORT:** We have not done any business with the federal government for this period [ ]

**PREPARED BY:**

NAME: \_\_\_\_\_ TELEPHONE NO.: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_