



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

**Bid Receiving
PWGSC
33 City Centre Drive
Suite 480C
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095**

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

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
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

Title - Sujet Activated Carbon Filters	
Solicitation No. - N° de l'invitation T4005-160010/A	Date 2016-06-09
Client Reference No. - N° de référence du client T4005-160010	
GETS Reference No. - N° de référence de SEAG PW-\$TOR-033-7118	
File No. - N° de dossier TOR-6-39016 (033)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-07-20	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Martin, Lesley	Buyer Id - Id de l'acheteur tor033
Telephone No. - N° de téléphone (905) 615-2069 ()	FAX No. - N° de FAX (905) 615-2060
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF TRANSPORT 4TH FL.STE 300 4900 YONGE ST NORTH YORK Ontario M2N6A5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

Solicitation No. - N° de l'invitation
T4005-160010/A
Client Ref. No. - N° de réf. du client
T4005-160010

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-6-39016

Buyer ID - Id de l'acheteur
TOR033
CCC No./N° CCC - FMS No./N° VME

TABLE OF CONTENTS

PART 1 – GENERAL INFORMATION

- 1.1 Introduction
- 1.2 Summary
- 1.3 Debriefings

PART 2 – OFFEROR INSTRUCTIONS

- 2.1 Standard Instructions, Clauses and Conditions
- 2.2 Submission of Offers
- 2.3 Enquiries – Request for Standing Offers
- 2.4 Applicable Laws

PART 3 – OFFER PREPARATION INSTRUCTIONS

- 3.1 Offer Preparation Instructions

PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION

- 4.1 Evaluation Procedures
- 4.2 Basis of Selection

PART 5 – CERTIFICATIONS

- 5.1 Certifications Required with the Offer
- 5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

PART 6 – STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

- 6.1 Offer
- 6.2 Security Requirements
- 6.3 Standard Clauses and Conditions
- 6.4 Term of Standing Offer
- 6.5 Authorities
- 6.6 Identified Users
- 6.7 Call-up Instrument
- 6.8 Limitation of Call-ups
- 6.9 Financial Limitation
- 6.10 Priority of Documents
- 6.11 Certifications and Additional Information
- 6.12 Applicable Laws

B. RESULTING CONTRACT CLAUSES

- 6.1 Requirement
- 6.2 Standard Clauses and Conditions
- 6.3 Term of Contract
- 6.4 Payment
- 6.5 Invoicing Instructions
- 6.6 Insurance

ANNEX A – REQUIRMENT

ANNEX B – BASIS OF PAYMENT

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

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; and |
| 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, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification and any other annexes

1.2 Summary

- i. The standing offer is for the supply and delivery of temporary/disposable high pressure granular activated carbon filter vessels complete with potable water approved virgin granular activated carbon on an as and when requested basis. Delivery is required within twenty one (21) calendar days from receipt of a call-up.
- ii. The requirement is for Transport Canada, with all delivery occurring in Sault Ste. Marie.
- iii. The period of the Standing Offer is from date of award to March 31, 2017 with an option to extend the standing offer by two (2) additional one (1) year periods.
- iv. It is anticipated that call-ups will be issued during the months of May to September, however call-ups could be issued in other months.
- v. Only 1 Standing Offer will be issued as a result of this Request for Standing offer
- vi. The estimated volumes are specified at Annex B, under estimated usage. This information is only an estimate which is made in good faith and does not represent an agreement by Canada to purchase these quantities.

- vii. 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) (<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 ten (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 Ontario.

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

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

Section I: Technical Offer (2 hard copies)
Section II: Financial Offer (1 hard copies)
Section III: Certifications (1 hard copies)

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

- M1. The offeror must provide documentation demonstrating that their proposed temporary/disposable high pressure granular activated carbon filter vessel meets the minimum specifications outlined in Annex A, 2.1 Equipment Requirements
- M2. The offeror must provide documentation demonstrating that all items of equipment supplied are produced by contractors regularly engaged in manufacturing this type of equipment and who maintain service and parts departments for which service, repairs and replacements are provided.
- M3. The offeror must provide documentation demonstrating that mechanical details of the equipment have been tried and tested by the actual construction and operation of mechanisms of the exact type and of comparable size and operating in similar service

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

The Offeror must submit with its offer pricing in accordance with Annex B – Basis of Payment, in Canadian Funds. Pricing must be provided for all line items.

An Offer will be evaluated based on the prices detailed in Annex B – Basis of Payment and the estimated quantity per year.

The price used in the evaluation will be the sum of:

Firm Period – Item #1 Firm Unit Price * Estimated Quantity Per Year + Item #3 Firm Unit Price * Estimated Quantity Per Year

Optional Period (April 1, 2017 to March 31, 2018) – Item #1 Firm Unit Price * Estimated Quantity Per Year + Item #3 Firm Unit Price * Estimated Quantity Per Year

Optional Period (April 1, 2018 to March 31, 2019) – Item #1 Firm Unit Price * Estimated Quantity Per Year + Item #3 Firm Unit Price * Estimated Quantity Per Year

4.1.2.2 SACC Manual Clause

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

4.2 Basis of Selection

4.2.1 Basis of Selection – Mandatory Technical Criteria Only

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.

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).

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.

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.

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from date of award to March 31, 2017.

6.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2), one (1) year periods, from April 1, 2017 to March 31, 2018 and April 1, 2018 to March 31, 2019 under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

6.4.3 Delivery Points

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

Solicitation No. - N° de l'invitation
T4005-160010/A
Client Ref. No. - N° de réf. du client
T4005-160010

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-6-39016

Buyer ID - Id de l'acheteur
TOR033
CCC No./N° CCC - FMS No./N° VME

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Lesley Martin
Title: Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Ontario Region
Address: 33 City Center Drive Suite 480C, Mississauga, ON, L5B 2N5

Telephone: 905-615-2069
Facsimile: 905-615-2060
E-mail address: Lesley.Martin2@pwgsc.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 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.

6.5.3 Offeror's Representative

Name:
Title:
Address:
Telephone:
Facsimile:
E-mail address:

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Regional Manager of Environment & Engineering, Transport Canada Ontario Region.

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 \$15,000.00.

6.9 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of _____ (*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 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 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
- e) the general conditions 2010A (2016-04-04) General Conditions – Goods (Medium Complexity);
- f) Annex A, Requirement;
- g) Annex B, Basis of Payment;
- j) the Offeror's offer dated _____

6.11 Certifications and Additional Information

6.11.1 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.

6.12 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 _____.

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

Solicitation No. - N° de l'invitation
T4005-160010/A
Client Ref. No. - N° de réf. du client
T4005-160010

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-6-39016

Buyer ID - Id de l'acheteur
TOR033
CCC No./N° CCC - FMS No./N° VME

2010A (2016-04-04), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Insert the following clause when payment by credit cards is accepted by the Offeror.

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 made within 21 calendar days from receipt of a 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, as specified in Annex B for a cost of \$ _____ (*insert the amount at time of call-up*). 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 Single Payment

SACC Manual Clause H1000C (2008-05-12) Single Payment

6.4.5 Electronic Payment of Invoices – Call-up

Insert the following clause, if applicable, where payment for call-ups against the standing offer will be made using electronic payment instruments. Refer to Annex "C" Electronic Payment Instruments, where the Offeror indicated which electronic payment instruments are accepted.

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

- 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)*

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

Solicitation No. - N° de l'invitation
T4005-160010/A
Client Ref. No. - N° de réf. du client
T4005-160010

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-6-39016

Buyer ID - Id de l'acheteur
TOR033
CCC No./N° CCC - FMS No./N° VME

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.
OR
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.6 Insurance

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

ANNEX A REQUIREMENT

1. Background

The intent of this specification is to provide temporary/disposable high pressure granular activated carbon filter vessels complete with potable water approved virgin granular activated carbon to pilot test the treatment of dissolved benzene concentrations in the existing potable water treatment system located at the City of Sault Ste. Marie's Pointe Des Chenes Campground. The existing water treatment system consists of a greensand filter system followed by a chlorination system and distribution pressure tank. Water is supplied from the on-site groundwater well. The addition to the existing system has been designed to meet or exceed the Ontario Drinking Water Quality Standard for benzene, resulting in benzene concentrations less than the MOECC standard (currently 5µg/L) in the effluent from the Carbon Filtration system.

2. Reference Standards

2.1 All parts must comply with the latest edition of all applicable codes, standards, and regulations including, but not limited to, the following:

- .1 Ontario Building Code (OBC)
- .2 National Plumbing Code (NPC)
- .3 National Building Code of Canada (NBC)
- .4 National Sanitation Foundation (NSF) 60/61
- .5 Canadian Standards Association (CSA)
- .6 Underwriter's Laboratories of Canada (ULC)
- .7 American Water Works Association (AWWA)
- .8 American Society of Mechanical Engineers (ASME)
- .9 American Society for Testing and Materials (ASTM)
- .10 American National Standard Institute (ANSI)
- .11 Hydraulic Institute Standards

2.2 In instances where there is conflict between the above standards the stricter shall adhere.

3. Products

3.1 Equipment Requirements

1. Equipment must be selected to meet the treatment objectives at the maximum daily flows.
2. All equipment, piping, hoses, valves, wetted parts and absorptive media must be NSF 60/61 certified for potable water
3. Temporary Activated Carbon Filters
 - a. Identical activated carbon filters must be provided for the removal of dissolved benzene impacts to below the MOECC criteria (currently 5µg/L).
 - b. Filtration Media
 1. Each tank must be filled with granular activated carbon certified to ANSI/NSF Standard 61
 - c. Media Tanks
 1. Each tank must be NSF approved
 2. The tanks must be designed for a maximum working pressure of 75 psi
 3. The tanks must be designed to treat the maximum daily flow of 15gpm

4. The tanks must be designed with the following measurements
 1. Inlet size FNPT – 1.5" Top
 2. Outlet size FNPT – 1.5" Top
 3. Diameter – 16"
 4. Overall Height – 70"
5. The tanks must have a drain port
6. The tanks must hold a minimum of 70kg (150lbs) of granular activated carbon filtration media

3.2 Existing System Information

1. Flow, Flow Rates, and Operating Pressure

- a. Typical Daily Flow: 30 m³
- b. Maximum Daily Flow: 62 m³
- c. Typical Daytime Flow Rates: 15 to 30 LPM
- d. Maximum Daytime Flow Rate: 15 to 30 LPM
- e. Maximum Flow Rate: 60 LPM
- f. Maximum Operating Pressure: 520 kPa (75 PSI)
- g. Typical Operating Pressure: 190 to 300 kPa (27 to 43 PSI)

2. Raw Water Quality

Parameter	RAW WELL PW1 (June 10 2015)	TREATED PUMPHOUSE (June 10 2015)
pH	N/A	N/A
Turbidity (NTU)	N/A	0.29 - 0.57
Hardness	N/A	N/A
Alkalinity (CaCO ₃)	N/A	N/A
Color (TCU)	N/A	N/A
<u>BTEX</u>		
Benzene (µg/L)	13	13
Toluene (µg/L)	<0.2	<0.2
m- & p- Xylenes (µg/L)	1.7	1.6
o- Xylene (µg/L)	0.6	0.7
Ethylbenzene (µg/L)	<0.2	<0.2
<u>Trihalomethanes</u>		
Chloroform (µg/L)	<0.2	110
Bromodichloromethane (µg/L)	<0.2	15
Chlorodibromomethane (µg/L)	<0.2	2
Bromoform (µg/L)	<0.2	<0.2

4. Delivery

The goods will be delivered to Sault Ste. Marie with the exact location outlined in the resulting call-up.

2 potential locations are as follows:

Solicitation No. - N° de l'invitation
T4005-160010/A
Client Ref. No. - N° de réf. du client
T4005-160010

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-6-39016

Buyer ID - Id de l'acheteur
TOR033
CCC No./N° CCC - FMS No./N° VME

City of Sault Ste. Marie's Pointe Des Chenes Campground
57 Des Chenes Drive
Sault Ste. Marie, Ontario
P6A 5K6

2059 Second Line West
Sault Ste. Marie, Ontario
P6A 6K4

Truck bays, loading docks and material handling equipment (pump carts, fork lifts) are not available at the 57 Des Chenes Drive location, which is located on a 100m long narrow gravel path inaccessible by a tractor trailer, but accessible by pickup truck. Delivery to this location must include provisions for the manual unloading and placement of the equipment at a location.

The Contractor must deliver all goods within 21 days of receipt of call-up.

5. Coordination

As the Contractor is only responsible for the supply and delivery; the Contractor must provide all documentation required for the installation, handling, storage and operation of the equipment by a third party.

ANNEX B BASIS OF PAYMENT

Firm unit prices in Canadian funds including Canadian customs duties, excise taxes, and F.O.B. Destination. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is to be shown separately, if applicable

Note: Text shown in italics will not be included in the resulting Standing Offer.

For evaluation purposes, a price analysis will be performed using estimated quantities. The estimated quantities are used as a guideline for evaluation purposes and are not a guarantee of actual usage.

1. Firm Period

Standing Offer Award to March 31, 2017

Item #	Description	Firm Unit Price	<i>Estimated Quantity Per Year</i>
1	High pressure granular activated carbon filter vessels and related equipment as per Annex A	\$	15
2	Delivery – 1 filter	\$	
3	Delivery – 5 filters	\$	3

2. Optional Period

April 1, 2017 to March 31, 2018

Item #	Description	Firm Unit Price	<i>Estimated Quantity Per Year</i>
1	High pressure granular activated carbon filter vessel as per Annex A	\$	25
2	Delivery – 1 filter	\$	
3	Delivery – 5 filters	\$	5

April 1, 2018 to March 31, 2019

Item #	Description	Firm Unit Price	<i>Estimated Quantity Per Year</i>
1	High pressure granular activated carbon filter vessel as per Annex A	\$	25
2	Delivery – 1 filter	\$	
3	Delivery – 5 filters	\$	5

Solicitation No. - N° de l'invitation
T4005-160010/A
Client Ref. No. - N° de réf. du client
T4005-160010

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-6-39016

Buyer ID - Id de l'acheteur
TOR033
CCC No./N° CCC - FMS No./N° VME

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)