

**RETURN BIDS TO:**

## RETOURNER LES SOUMISSIONS À:

## Public Works and Government Services / Travaux publics et services gouvernementaux

## Kingston Procurement

## Des Acquisitions Kingston

**86 Clarence Street, 2nd floor**

## Kingston

## Ontario

**K7L 1X3**

**Bid Fax: (613) 545-8067**

## 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 / Travaux publics  
et services gouvernementaux

Kingston Procurement

## Des Acquisitions Kingston

86 Clarence Street, 2nd floor

Kingston

## Ontario

K7L 1X3

<b>Title - Sujet</b> Fire Extinguisher Maintenance	
<b>Solicitation No. - N° de l'invitation</b> W0114-15P054/A	<b>Date</b> 2016-06-17
<b>Client Reference No. - N° de référence du client</b> W0114-15-P054	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$KIN-610-6935
<b>File No. - N° de dossier</b> KIN-6-46015 (610)	<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 2016-08-02</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> Correia-Reid, Vincent	<b>Buyer Id - Id de l'acheteur</b> kin610
<b>Telephone No. - N° de téléphone</b> (613)483-6348 ( )	<b>FAX No. - N° de FAX</b> (613)545-8067
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE ILS RCVG 5 SOMME AVE KINGSTON Ontario K7K7B4 Canada	
<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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W0114-15P054/A  
Client Ref. No. - N° de réf. du client  
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Amd. No. - N° de la modif.  
File No. - N° du dossier  
KIN-6-46015

Buyer ID - Id de l'acheteur  
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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 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 Statement of Work, the Basis of Payment, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification and any other annexes

### **1.2 Summary**

The Department of National Defence, CFB Kingston requires the recharging, maintenance and repair of ABC Dry chemical fire extinguishers, (store and cartridge operated types), BC Dry chemical fire extinguishers (store and cartridge operated types), carbon dioxide (CO<sub>2</sub>) fire extinguishers, and nitrogen cartridges.

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>) 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 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

### Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the Financial Administration Act R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

## Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES ( ) NO ( )**

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

## Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES ( ) NO ( )**

If so, the Offeror must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

## 2.4 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.

## 2.5 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: Financial Offer (1 hard copy)

Section II: Certifications (1 hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft 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>). 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: Financial Offer**

Offerors must submit their financial offer in accordance with 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 II: 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 Financial Evaluation

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

Offers will be assessed to arrive at an Evaluated Price based on the estimated annual usages provided herein at Annex B, Basis of Payment as indicated. The estimated annual usages provided herein are for the sole purpose of establishing an evaluation tool and are based only on best estimates. They may not reflect the actual usage and do not represent any commitment on the part of Canada.

Pricing must be provided for all Item numbers and years in the Basis of Payment,

The Extended Price for the Basis of Payment is the sum of the Unit Prices for each year multiplied by the Estimated Annual Usage.

The Evaluated Price of the Offer is the aggregate of the Extended Prices of all Items.

#### 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.

### 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>), 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>), 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 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.

## 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>) issued by Public Works and Government Services Canada.

##### 6.3.1 General Conditions

Solicitation No. - N° de l'invitation  
W0114-15P054/A  
Client Ref. No. - N° de réf. du client  
W0114-15P054

Amd. No. - N° de la modif.  
File No. - N° du dossier  
KIN-6-46015

Buyer ID - Id de l'acheteur  
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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 August 1, 2016 to July 31, 2019

## **6.5 Authorities**

### **6.5.1 Standing Offer Authority**

The Standing Offer Authority is:

Name: Vincent Correia Reid  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Acquisitions Kingston  
Address: 86 Clarence Street, 2nd floor  
Kingston, Ontario K7L 1X3  
Telephone: 613-545-8738  
Facsimile: 613-545-8068  
E-mail address: [vincent.correia-reid@pwgsc.gc.ca](mailto:vincent.correia-reid@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 (Please fill in the following information)**

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

## **6.6 Proactive Disclosure of Contracts with Former Public Servants**

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

## **6.7 Identified Users**

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

## **6.8 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.

## **6.9 Limitation of Call-ups**

Individual call-ups against the Standing Offer must not exceed \$40,000 (Applicable Taxes included).

## **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
- d) Annex A, Statement of Work;
- e) Annex B, Basis of Payment;
- f) the Offeror's offer dated \_\_\_\_\_ (*insert date of offer*).

## **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 Statement of Work**

The Contractor must perform the Work described in the call-up against the Standing Offer.

### **6.2 Standard Clauses and Conditions**

#### **6.2.1 General Conditions**

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

### **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 Proactive Disclosure of Contracts with Former Public Servants**

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

### **6.5 Payment**

#### **6.5.1 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". 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.

#### **6.5.2 Limitation of Price**

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

#### **6.5.3 Single Payment**

*SACC Manual* clause H1000C (2008-05-12) Single Payment

#### **6.5.4 Electronic Payment of Invoices – Call-up**

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)

### **6.6 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:

Solicitation No. - N° de l'invitation  
W0114-15P054/A  
Client Ref. No. - N° de réf. du client  
W0114-15P054

Amd. No. - N° de la modif.  
File No. - N° du dossier  
KIN-6-46015

Buyer ID - Id de l'acheteur  
KIN610  
CCC No./N° CCC - FMS No./N° VME

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- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## **6.7 Insurance**

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

## ANNEX "A"

### STATEMENT OF WORK

The supply of new cylinders, cartridges, or fire extinguishers will not be included in this Standing Offer.

Cylinders, cartridges, and fire extinguishers received empty must be returned empty unless specified otherwise.

The dry chemical that is present in the fire extinguishers upon receipt must be reused when refilling the fire extinguishers unless specified otherwise.

Pricing for recharging dry chemical fire extinguishers must not include the dry chemical which will be shown as a separate item. Pricing for recharging all other cylinders, cartridges, and fire extinguishers must include materials required for recharging of container.

Hydrostatic testing shall include drying and leak testing of container.

#### 1. General

The work under this Requirement comprises the recharging, maintenance and repair of ABC Dry chemical fire extinguishers, (store and cartridge operated types), BC Dry chemical fire extinguishers (store and cartridge operated types), carbon dioxide (CO2) fire extinguishers, and nitrogen cartridges.

##### Work included

- a. recharging, servicing of nitrogen, stored pressurized water and carbon dioxide (CO2) fire extinguishers as specified and/or indicated.
  - b. supplying of parts required to maintain extinguishers at CFB Kingston.
2. Access  
The movement of equipment to/from within the base and fire prevention workshop will be subject to the approval of the Wing Commander.

#### Section B: Fire Extinguisher, Nitrogen Cartridges,

1. Site of Work  
The work outlined in this specification pertains to portable fire extinguishers located in various buildings and locations at CFB Kingston.
2. Equipment

Service	Size
Dry chemical cartridge operated extinguishers: Yearly complete maintenance, must include internal inspection of the pressure vessel, replacement of all substandard parts and seals, and cartridge and chemical recharge ABC or BC.	5lb
	20lb
Dry chemical cartridge operated extinguishers: 12 Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and cartridge and chemical recharge ABC or BC.	5lb
	20lb
Dry chemical Pressurized Extinguishers: Six Year complete Maintenance, must include an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and	5lb

nitrogen recharge and chemical recharge ABC or BC.	20lb
Dry chemical Pressurized Extinguishers:	5lb
12 Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and cartridge and chemical recharge.	10lb
	20lb
K- Guard, Kitchen extinguishers:	6 litre
Five Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals and recharge.	
CO2 extinguishers: Five Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and tests including recharge and hose tests.	10lb
	15lb
CO2 extinguishers: Recharge only.	5lb
	15lb
Wheel Unit CO2: Five Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and tests including recharge and hose tests.	50lb
Nitrogen Cartridge extinguishers: Recharge only.	5lb
	20lb

3. Access to Site
  - a. Pick up and delivery of extinguishers will be at 6 Moro St. rear loading dock.
  - b. Arrival at the Base for a pickup or drop-off must be preceded by a 48 hours' notice with intentions of service.
4. Work included
 

The work comprises the furnishing of all labour, material and equipment required to provide the service described hereunder to portable fire extinguishers:

  - a. the contractor must supply transportation for pick-up and delivery to/from site.
  - b. recharging, leak testing, hydrostatic testing, repairs and modifications.
  - c. include all WHMIS and maintenance stick-on labels.
  - d. provide shipping caps when required for cartridges and cylinders.
5. Materials
  - a. Materials and parts supplied by the contractor must be equal to those existing, or as recommended by the manufacturer of the equipment.
  - b. No DND equipment will be removed from the Base without permission from the Base Fire Chief or his representative.
6. Cleanliness and Inspection
 

All equipment being returned by the contractor must be clean and in working order. All equipment not meeting inspection will be returned for service. Only equipment failing testing will be accepted in an untidy state.

## ANNEX "B"

### BASIS OF PAYMENT

- Prices below are firm, all-inclusive rates (exclusive of GST and HST). GST or HST, if applicable, is extra to the prices herein and will be shown on any invoice as a separate item.
- All estimated usages are included for evaluation purposes only and do not represent a commitment on behalf of Canada. Bidders must provide pricing for all line items.*

*Note: all text in italics will be removed from any resultant Contract.*

Service	Size	<i>Estimated Annual Usage</i>	Unit Price (Year 1)	Unit Price (Year 2)	Unit Price (Year 3)
Dry chemical cartridge operated extinguishers: Yearly complete maintenance, must include internal inspection of the pressure vessel, replacement of all substandard parts and seals, and cartridge and chemical recharge ABC or BC.	5lb	<i>600</i>			
	20lb	<i>300</i>			
Dry chemical cartridge operated extinguishers: 12 Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and cartridge and chemical recharge ABC or BC.	5lb	<i>150</i>			
	20lb	<i>100</i>			
Dry chemical Pressurized Extinguishers: Six Year complete Maintenance, must include an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and nitrogen recharge and chemical recharge ABC or BC.	5lb	<i>150</i>			
	20lb	<i>100</i>			
Dry chemical Pressurized Extinguishers: 12 Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and cartridge and chemical recharge.	5lb	<i>200</i>			
	10lb	<i>100</i>			
	20lb	<i>25</i>			
K- Guard, Kitchen extinguishers: Five Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals and recharge.	6 litre	<i>10</i>			
CO2 extinguishers: Five Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and tests including recharge and hose tests.	10lb	<i>50</i>			
	15lb	<i>50</i>			



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File No. - N° du dossier  
KIN-6-46015

Buyer ID - Id de l'acheteur  
KIN610  
CCC No./N° CCC - FMS No./N° VME

CO2 extinguishers: Recharge only.	5lb	20			
	15lb	20			
Wheel Unit CO2: Five Year maintenance, must include hydrostatic pressure testing, both an internal and an external visual examination of the cylinder, replacement of all substandard parts and seals, and tests including recharge and hose tests.	50lb	5			
Nitrogen Cartridge extinguishers: Recharge only.	5lb	50			
	20lb	50			

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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)