

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

Title - Sujet Navistar Equipment Repair	
Solicitation No. - N° de l'invitation W0142-16X033/B	Date 2016-06-20
Client Reference No. - N° de référence du client W0142-16X033	GETS Ref. No. - N° de réf. de SEAG PW-\$CAL-141-6491
File No. - N° de dossier CAL-5-38069 (141)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-07-21	Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Major, Andrea	Buyer Id - Id de l'acheteur cal141
Telephone No. - N° de téléphone (403)612-6224 ()	FAX No. - N° de FAX (403)292-5786
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Base Commander Canadian Forces Base Suffield Attn: G1 Finance, Invoice Section PO Box 6000 Station Main Medicine Hat, AB T1A 5K8	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

This bid solicitation cancels and supersedes previous bid solicitation number W0142-16X033/A dated 2016-05-19 with a closing of 2016-06-03 at 14:00 MDT. A debriefing or feedback session will be provided upon request offerors/suppliers who bid on the previous solicitation.

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 INTRODUCTION.....	3
1.2 SUMMARY	3
1.3 DEBRIEFINGS	4
PART 2 - OFFEROR INSTRUCTIONS	4
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	4
2.2 SUBMISSION OF OFFERS	4
2.3 FORMER PUBLIC SERVANT.....	4
2.4 ENQUIRIES - REQUEST FOR STANDING OFFERS	6
2.5 APPLICABLE LAWS.....	6
PART 3 - OFFER PREPARATION INSTRUCTIONS	7
3.1 OFFER PREPARATION INSTRUCTIONS.....	7
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	8
4.1 EVALUATION PROCEDURES.....	8
4.2 BASIS OF SELECTION	8
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	9
5.1 CERTIFICATIONS REQUIRED WITH THE OFFER	9
5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION	9
PART 6 - INSURANCE REQUIREMENTS	10
6.1 INSURANCE REQUIREMENTS	10
PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES	10
A. STANDING OFFER.....	10
7.1 OFFER.....	10
7.2 SECURITY REQUIREMENTS	10
7.3 STANDARD CLAUSES AND CONDITIONS.....	10
7.4 TERM OF STANDING OFFER	11
7.5 AUTHORITIES	11
7.6 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS	13
7.7 IDENTIFIED USERS.....	13
7.8 CALL-UP INSTRUMENT	13
7.9 LIMITATION OF CALL-UPS	13
7.10 PRIORITY OF DOCUMENTS	13
7.11 CERTIFICATIONS AND ADDITIONAL INFORMATION.....	14
7.12 APPLICABLE LAWS.....	14
B. RESULTING CONTRACT CLAUSES.....	14

Solicitation No. - N° de l'invitation
W0142-16X033/B
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
cal141
CCC No./N° CCC - FMS No./N° VME

7.1	STATEMENT OF WORK.....	14
7.2	STANDARD CLAUSES AND CONDITIONS.....	14
7.3	TERM OF CONTRACT	14
7.4	PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS	14
7.5	PAYMENT	15
7.6	INVOICING INSTRUCTIONS	15
7.7	INSURANCE REQUIREMENTS	16
7.8	SACC <i>MANUAL</i> CLAUSES	16
ANNEX A	17
	STATEMENT OF WORK	17
ANNEX B	20
	BASIS OF PAYMENT	20
ANNEX C	26
	INSURANCE REQUIREMENTS.....	26
ANNEX D	29
	STANDING OFFER USAGE REPORT	29
ANNEX E	30
	ELECTRONIC PAYMENT INSTRUMENTS.....	30

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 | Insurance Requirements: includes specific requirements that must be addressed by Offerors; and |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B, 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 and all other annexes.

1.2 Summary

The Department of National Defence has a requirement for the periodic maintenance and repair of Navistar/International Equipment vehicles. The Statement of Work defines the scope and requirements that apply to the work to be performed in support of the Navistar/International Equipment Vehicle holdings at CFB Suffield. Support includes but is not limited to the provision of repair parts, vehicle inspections, services and repair to all mechanical and electrical systems as applicable.

The contractor must provide all services, labour, material and parts as specified in Appendix 1 to Annex A: Minimum Mandatory Specifications in support of CFB Suffield's fleet and ensure ongoing functional operation.

The period for making call-ups against the Standing Offer is from 1 September 2016 to 31 August 2017. Standing Offer includes two (2) additional one year option years.

The requirement is limited to Canadian goods/or services.

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.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.1.1 SACC Manual Clauses

M0019T (2007-05-25), Firm Price and/or Rates

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 seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.5 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 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.

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 (one (1) hard copy)

Section II: Financial Offer (one (1) hard copy)

Section III: Certifications (one (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 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 "E" - Electronic Payment Instruments, to identify which ones are accepted.

If Annex "E" - 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.

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

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

Minimum Mandatory Specifications are detailed at Annex "A", Appendix 1.

4.1.2 Financial Evaluation

The total evaluated bid price will be determined using the rates provided in the Basis of Payment of Annex "B" and will be calculated as follows:

- (a) Unit prices for items 1-2 inclusive will be multiplied by the corresponding estimated usage.
- (b) Mark-up/discount percentage for items 3-4 will be multiplied by the corresponding estimated usage.
- (c) The results of the calculations in (a) and (b), above will be added together to obtain the total evaluated offer price.
- (d) Price schedule- a rate must be submitted for each item.

4.1.2.1 Evaluation of Price - Offer

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

4.2 Basis of Selection

4.2.1 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.

5.3 Additional Certifications Precedent to Issuance of a Standing Offer

5.3.1 Canadian Content Certification

This procurement is limited to Canadian services.

The Offeror certifies that:

() the service offered are Canadian services as defined in paragraph 2 of clause [A3050T](#).

5.3.1.1 SACC Manual clause [A3050T](#) (2014-11-27) Canadian Content Definition

PART 6 - INSURANCE REQUIREMENTS

6.1 Insurance Requirements

See Annex "C" – Insurance Requirements.

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

7.1.1 The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

7.2 Security Requirements

7.2.1 There is no security requirement applicable to the Standing Offer.

7.3 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.

7.3.1 General Conditions

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

7.3.2 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 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.

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.

7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

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

7.4.2 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) periods of one (1) year, from 1 September 2017 to 31 August 2018 and from 1 September 2018 to 31 August 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 thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Andrea Major, Procurement Officer
Public Works and Government Services Canada
Acquisitions Branch, Western Region
Directorate: Western
1650, 635 8th Avenue SW
Calgary, AB T2P 3M3

Telephone: 403-612-6224
Facsimile: 403-292-5786
E-mail address: andrea.major@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.

Solicitation No. - N° de l'invitation
W0142-16X033/B
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
cal141
CCC No./N° CCC - FMS No./N° VME

7.5.2 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.

7.5.3 Offeror's Representative

(To be completed by the Offeror)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - ____

Facsimile: ____ - ____ - ____

E-mail address: _____

7.6 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.

7.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: the Project Authority or their authorized representative, CFB Suffield, Ralston, AB.

7.8 Call-up Instrument

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

7.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$30,000.00 (Applicable Taxes included).

7.10 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) the general conditions [2010C](#) (2016-04-04), General Conditions – Services (Medium Complexity);
- e) Annex "A", Statement of Work;
- f) Annex "B", Basis of Payment;
- g) Annex "C", Insurance Requirements;
- h) Annex "D", Standing Offer Usage Report;
- i) the Offeror's offer dated _____.

7.11 Certifications and Additional Information

7.11.1 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.

7.12 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 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.

7.1 Statement of Work

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

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

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

Section 13 Interest on Overdue Accounts, of [2010C](#) (2016-04-04), General Conditions - Services (Medium Complexity) will not apply to payments made by credit cards.

7.3 Term of Contract

7.3.1 Period of the Contract

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

7.4 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.

7.5 Payment

7.5.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in Annex "B"- Basis of Payment. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

7.5.2 Single Payment

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

7.5.3 SACC Manual Clauses

A9117C (2007-11-30), T1204 – Direct Request by Customer Department

C0710C (2007-11-30), Time and Contract Price Verification

C0711C (2008-05-12), Time Verification

7.5.4 Electronic Payment of Invoices – Call-up (TBD)

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)

7.6 Invoicing Instructions

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.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed.

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 Standing Offer for certification and payment.

7.7 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex C. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.8 SACC Manual Clauses

A9041C (2008-05-12), Salvage

A9062C (2011-05-16), Canadian Forces Site Regulations

B7500C (2006-06-16), Excess Goods

ANNEX A

STATEMENT OF WORK

1.1 Background

This Statement of Work (SOW) defines the scope and requirements that apply to the work to be performed in support of the Navistar/International Vehicle holdings at CFB Suffield. Support includes but is not limited to the provision of repair parts, vehicle inspections, services and repair to mechanical, hydraulic, and electrical systems as applicable.

1.2 Purpose

CFB Suffield holds a number of Navistar/International variants in their fleet, all of which require periodic and or annual inspections in accordance with their respective maintenance schedules, warranty, and repairs in varying degree of difficulty to mechanical, hydraulic, and electrical systems in order to ensure safety and provide a cost effective approach to maintenance.

1.3 Tasks

The Offeror must provide all services, labour, material and parts as specified in Appendix 1, to Annex "A" – MINIMUM MANDATORY SPECIFICATIONS in support of CFB Suffield's fleet and ensure ongoing functional operation. Specific Skills required include, but are not limited to:

- a) troubleshooting and inspecting equipment to detect faults and malfunctions;
- b) determine extent of repair required;
- c) adjust equipment and repair or replace defective parts to restore to fully functioning operation;
- d) test repaired equipment for proper performance as per OEM specification; and
- e) clean, lubricate and perform OEM recommended maintenance.

The work will be directed by the Technical Authority (Base Maintenance Officer), or the Contracts Services Specialist.

Tasks must include but are not limited to the following:

- 1.4.1. The Offeror must utilize OEM parts for all mechanical repairs unless otherwise approved in writing by the technical authority;
- 1.4.2. The Offeror must supply OEM parts to CFB Suffield on an as required basis in order to facilitate in-house repairs of Navistar/International variants;
- 1.4.3. Where applicable, the Offeror must perform vehicle inspections and provide written certification in accordance with DND, Provincial and or National standards. For commercial vehicle inspection adherence to the Commercial Vehicle Maintenance Standards is mandatory. All vehicle repairs will be conducted in accordance with OEM vehicle manufacturer specifications;
- 1.4.4. The Offeror must perform diagnosis on the various vehicle systems and provide a written estimate for the repairs required to return the vehicle back to its original operating condition;
- 1.4.5. The Offeror must repair mechanical faults as diagnosed/directed by CFB Suffield technicians through the Technical Authority;

- 1.4.6. The Offeror must provide written detailed estimates for the repairs including collision damages where and as applicable with the provision of OEM parts unless otherwise authorized by the Technical Authority;
- 1.4.7. The Offeror must provide repairs to Emergency essential assets such as but are not limited to Range Fire Trucks manufactured by Navistar/International. These variants will be identified by the Technical Authority when the Standing Offer is issued. Repairs required are to be initiated within 24 hours of delivery of the affected asset.

1.4 Constraints

CFB Suffield will conduct its own delivery and pick up of vehicles to the Offeror's site for service. With limited recovery assets to achieve pick-up and delivery for servicing and repair, CFB Suffield requires all services to be available within **eighty (80) kms** of CFB Suffield's Main Gate entrance.

The Technical Authority for the requested work is the Base Maintenance Officer, or the Contract Services Specialist. Only those two positions have the authority to enter into an agreement/arrangement or provide information in accordance with budgetary requirements. The above positions are also the specialists in providing the acceptance for the work that was carried out and can certify payment for services rendered.

2.0 Deliverables

The Offeror must provide a detailed list/breakdown of all parts, labour, materials, supplies and narrative of what work was carried out on the invoice. Where applicable and requested, written certification must be provided to support any inspections performed by the Offeror where Departmental, Provincial or National standards are required.

3.0 Acceptance

Once the Technical Authority is satisfied that the work completed was in accordance with the requested service, invoices will be processed.

4.0 Warranty

The Offeror must provide at a minimum, warranty of 90 days on all parts and labour at 100%.

5.0 Language

All work including tasks and deliverables will be completed in the English language, spoken and written.

ANNEX A, APPENDIX 1

MINIMUM MANDATORY SPECIFICATIONS

The mandatory requirements are listed below; they must all be met or exceeded in order for a bid to be compliant.

If available, the Offeror should provide a manufacturer's product brochure or specification sheet with their bid and make reference in the table below as to where the supporting information can be found in the brochure/specification sheet. If a product brochure or specification sheet is not available, the Offeror should provide their own explanation of how the requirement is met.

Should the Offeror not provide supporting information with their bid, it may be requested for clarification. No additional information will be requested or accepted.

Failure to provide the requested supporting information within five (5) business days of request will render the offer **non-responsive** with no further consideration given.

Offerors MUST fill out the column indicating compliance or non-compliance for each requirement.

Failure to complete this column at time of bid submission will result in your proposal being deemed non-responsive.

MINIMUM MANDATORY REQUIREMENTS

	Specifications	Meets	Does not meet	Supporting Information
1	Offeror must possess current authorized status as an Original Equipment Manufacturer (OEM).			
2	The Offeror's facility must be located within a 80 km radius from the main gate of CFB Suffield, Ralston AB.			Offerors address: <hr/> <hr/> <hr/> <hr/> <hr/>

ANNEX B

BASIS OF PAYMENT

- Rates quoted must include ALL relative costs associated with providing the service in accordance with the Statement of Work, Annex "A", contained herein and remain firm for the period of the Contract.
- GST is not to be included in the firm unit prices but will be added to any invoice issued against the Contract.
- Estimated usages are for evaluation purposes only and will not form any part of the resulting standing offer; actual usage may vary from amounts shown.
- Offerors must provide a price for each line item to be considered responsive.

Year 1 (2016-09-01 to 2017-08-31)

Item	Description	Estimated Usage	Firm Unit Price	Total Estimated Price
	Labour: Direct or productive for personnel used exclusively in work as follows:			
1. a)	Mechanical: Regular working hours (Monday-Friday 8:00 a.m.- 5:00 p.m.)	165 hours	Mechanic: \$/_____/hr	\$_____
1.b)	Field Services: Lump sum price for the service call to include one round trip from place of business to CFB Suffield, Ralston, AB. as requested, to perform work including mileage, driving time to and from job site and any meals and accommodations.	4 service calls/year	\$_____/call	\$_____
	Parts and Fees			
2.	Material and replacement parts: (Except free issue) at list price (which includes invoice cost, transportation costs, exchange, customs and brokerage charges) less discount/plus markup percentage (which includes purchasing expenses, internal handling, G & A expenses and profit).	Estimated part expenditure \$30,000.00/year	plus markup/less discount (please indicate) of: _____%	\$_____

Solicitation No. - N° de l'invitation
W0142-16X033/A
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
cal134
CCC No./N° CCC - FMS No./N° VME

3.	Shop Supply Fee: Must be directly associated with work as per the call-up and identified as separate line on the invoice. Fee equal to a percentage of labour charge to a maximum of \$_____ per call up.	165 hours	_____% levy of the total labour charge	\$_____
4.	Environmental/Disposal Fees: Must be directly associated with work as per the call-up and identified as separate line item on the invoice. Fee equal to a percentage of labour charge to a maximum of \$_____ per call up.	165 hours	_____% levy of the total labour charge	\$_____
5.	Total Estimated Offer Price Year 1			\$_____

Solicitation No. - N° de l'invitation
W0142-16X033/A
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
cal134
CCC No./N° CCC - FMS No./N° VME

Option Year 1 (2017-09-01 to 2018-08-31)

Item	Description	Estimated Usage	Firm Unit Price	Total Estimated Price
Labour: Direct or productive for personnel used exclusively in work as follows:				
1. a)	Mechanical: Regular working hours (Monday-Friday 8:00 a.m.- 5:00 p.m.)	165 hours	Mechanic: \$/_____/hour	\$_____
1.b)	Field Services: Lump sum price for the service call to include one round trip from place of business to CFB Suffield, Ralston, AB. as requested, to perform work including mileage, driving time to and from job site and any meals and accommodations.	4 service calls/year	\$_____/call	\$_____
Parts and Fees				
2.	Material and replacement parts: (Except free issue) at list price (which includes invoice cost, transportation costs, exchange, customs and brokerage charges) less discount/plus markup percentage (which includes purchasing expenses, internal handling, G & A expenses and profit).	Estimated part expenditure \$30,000.00/year	plus markup/less discount (please indicate) of: _____%	\$_____

Solicitation No. - N° de l'invitation
W0142-16X033/A
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
cal134
CCC No./N° CCC - FMS No./N° VME

3.	Shop Supply Fee: Must be directly associated with work as per the call-up and identified as separate line on the invoice. Fee equal to a percentage of labour charge to a maximum of \$_____ per call up.	165 hours	_____% levy of the total labour charge	\$_____
4.	Environmental/Disposal Fees: Must be directly associated with work as per the call-up and identified as separate line item on the invoice. Fee equal to a percentage of labour charge to a maximum of \$_____ per call up.	165 hours	_____% levy of the total labour charge	\$_____
5.	Total Estimated Offer Price Option Year 1			\$_____

Solicitation No. - N° de l'invitation
W0142-16X033/A
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
cal134
CCC No./N° CCC - FMS No./N° VME

Option Year 2 (2018-09-01 to 2019-08-31)

Item	Description	Estimated Usage	Firm Unit Price	Total Estimated Price
Labour: Direct or productive for personnel used exclusively in work as follows:				
1. a)	Mechanical: Regular working hours (Monday-Friday 8:00 a.m.- 5:00 p.m.)	165 hours	Mechanic: \$/_____/hour	\$_____
1.b)	Field Services: Lump sum price for the service call to include one round trip from place of business to CFB Suffield, Ralston, AB. as requested, to perform work including mileage, driving time to and from job site and any meals and accommodations.	4 service calls/year	\$_____/call	\$_____
Parts and Fees				
2.	Material and replacement parts: (Except free issue) at list price (which includes invoice cost, transportation costs, exchange, customs and brokerage charges) less discount/plus markup percentage (which includes purchasing expenses, internal handling, G & A expenses and profit).	Estimated part expenditure \$30,000.00/year	plus markup/less discount (please indicate) of: _____%	\$_____

Solicitation No. - N° de l'invitation
W0142-16X033/A
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
cal134
CCC No./N° CCC - FMS No./N° VME

3.	Shop Supply Fee: Must be directly associated with work as per the call-up and identified as separate line on the invoice. Fee equal to a percentage of labour charge to a maximum of \$_____ per call up.	165 hours	_____ % levy of the total labour charge	\$ _____
4.	Environmental/Disposal Fees: Must be directly associated with work as per the call-up and identified as separate line item on the invoice. Fee equal to a percentage of labour charge to a maximum of \$_____ per call up.	165 hours	_____ % levy of the total labour charge	\$ _____
5.	Total Estimated Offer Price Option Year 2			\$ _____
	Total Evaluated Offer Price (Year 1 + Option Year 2+ Option Year 3)			\$ _____

ANNEX C

INSURANCE REQUIREMENTS

Commercial General Liability Insurance

1. The Offeror must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Standing Offer, in an amount usual for a Standing Offer of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Offeror's performance of the Standing Offer. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Offeror.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Offeror and/or arising out of operations that have been completed by the Offeror.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Standing Offer, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Standing Offer.
 - l. Owners' or Contractors' Protective Liability: Covers the damages that the Offeror becomes legally obligated to pay arising out of the operations of a subcontractor.
 - m. Non-Owned Automobile Liability - Coverage for suits against the Offeror resulting from the use of hired or non-owned vehicles.
 - n. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Offeror for liabilities arising from damages caused by accidental pollution incidents.
 - o. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

Garage Automobile Liability Insurance

1. The Offerer must obtain Garage Automobile Liability insurance, and maintain it in force throughout the duration of the Standing Offer, in an amount usual for a Standing Offer of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Garage Automobile Liability policy must include the following:
 - a. Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence.
 - b. Legal Liability for damage to a Customer's Automobile while in the care, custody or control of the Insured including Collision or Upset and Comprehensive Damage (including open lot theft).
 - c. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Offeror's performance of the Standing Offer. The interest of Canada as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
 - d. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.
 - e. Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

f. For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,*

Solicitation No. - N° de l'invitation
W0142-16X033/A
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
cal134
CCC No./N° CCC - FMS No./N° VME

*284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

Solicitation No. - N° de l'invitation
W0142-16X033/A
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
cal134
CCC No./N° CCC - FMS No./N° VME

ANNEX D

STANDING OFFER USAGE REPORT

Return to:

Facsimile: (403) 292-5786
Email: WST.PA-CAL@pwgsc-tpsgc.gc.ca

The usage reports must be submitted no later than fifteen (15) calendar days after the end of the reporting period.

SUPPLIER: _____ (TBD)
STANDING OFFER NO: W0142-16X033 Navistar Equipment Repair
DEPARTMENT OR AGENCY: Department of National Defence, CFB Suffield, Ralston, AB

REPORTING PERIOD:

☐ April 1 to June 30
☐ July 1 to September 30

☐ October 1 to December 31
☐ January 1 to March 31

Call-up No.	Description	Value of each call-up (GST included)
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Total Dollar Value Call-ups for this reporting period:		

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

PREPARED BY:

NAME: _____ TELEPHONE No.: _____

SIGNATURE: _____ DATE: _____

Solicitation No. - N° de l'invitation
W0142-16X033/A
Client Ref. No. - N° de réf. du client
W0142-16X033

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38069

Buyer ID - Id de l'acheteur
ca1134
CCC No./N° CCC - FMS No./N° VME

ANNEX E

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)