

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

PWGSC/TPSGC Acquisitions
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1
Bid Fax: (506) 851-6759

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
NB / PEI Division - Moncton Acquisitions Office
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1

Title - Sujet RISO Laundry/Dry Cleaning Services	
Solicitation No. - N° de l'invitation W0501-170090/A	Date 2016-10-11
Client Reference No. - N° de référence du client W0501-170090	GETS Ref. No. - N° de réf. de SEAG PW-\$MCT-011-5211
File No. - N° de dossier MCT-6-39013 (011)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-11-21	Time Zone Fuseau horaire Atlantic Standard Time AST
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Sharpe, Charlene A.	Buyer Id - Id de l'acheteur mct011
Telephone No. - N° de téléphone (506)851-3467 ()	FAX No. - N° de FAX (506)851-6759
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE BASE SUPPLY BLDG B-10 OROMOCTO New Brunswick E2V4J5 Canada	
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

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W0501-170090/A
Client Ref. No. - N° de réf. du client
W0501-170090

Amd. No. - N° de la modif.
File No. - N° du dossier
MCT-6-39013

Buyer ID - Id de l'acheteur
mct011
CCC No./N° CCC - FMS No./N° VME

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PART 1 - GENERAL INFORMATION

1.1 Introduction

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

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications and Additional Information: includes the certifications and additional information to be provided; 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:

- | | |
|---------|--------------------------------|
| Annex A | Statement of Work |
| Annex B | Basis of Payment |
| Annex C | Electronic Payment Instruments |
| Annex D | Listing of Board of Directors |

1.2 Summary

Request for a Regional Individual Standing Offer for the provision of laundry/dry cleaning services for the Department of National Defence, CFB Gagetown, on an as and when requested basis, for the period from January 1, 2017 to December 31, 2019. Items included are as per Annexes A and B.

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

1.3 Debriefings

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2006](#) (2016/04/04) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

2.1.1 SACC Manual Clauses

SACC Reference	Section	Date
C9000T	Pricing	2010/08/16

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.

Due to the nature of the Request for Standing Offers, **transmission of offers by electronic mail (e-mail) to PWGSC will not be accepted.**

2.3 Former Public Servant

Former Public Servant - Competitive - Offer

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.

Signature

Date

(Derived from - Provenant de: M3025T, 2016/01/28)

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 New Brunswick.

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 copy)
Section III: Certifications (1 hard copy)

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

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

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

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

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

Section I: Technical Offer

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with 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

Mandatory Technical Criteria as specified in Annex A.

4.1.2 Financial Evaluation

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

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 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.

5.1.1 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.

5.1.2 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.

5.1.3 Additional Certifications Precedent to Issuance of a Standing Offer

5.1.3.1 Workers Compensation Certification - Letter of Good Standing

The Bidder must have an account in good standing with the applicable provincial or territorial Workers' Compensation Board.

The Bidder must provide, within two (2) days following a request from the Contracting Authority, a certificate or letter from the applicable Workers' Compensation Board confirming the Bidder's good standing account. Failure to comply with the request may result in the bid being declared non-responsive.

(Derived from - Provenant de: A0285T, 2012/07/16)

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 Statement of Work 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

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 January 1, 2017 to December 31, 2019.

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Charlene Sharpe
Title: Supply Specialist
Public Services and Procurement Canada
Acquisitions Branch
Address: 1045 Main Street, Unit 108
Moncton, New Brunswick
E1C 1H1
Telephone: (506) 851-3467
Facsimile: (506) 851-6759
E-mail address: Charlene.Sharpe@pwgsc-tpsgc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

6.5.2 Project Authority

The Project Authority for the Standing Offer is 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.

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File No. - N° du dossier
MCT-6-39013

Buyer ID - Id de l'acheteur
mct011
CCC No./N° CCC - FMS No./N° VME

6.5.3 Offeror's Representative *Offerors are to provide the following information:*

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail 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.

(Derived from - Provenant de: A3025C, 2013/03/21)

6.7 Identified Users

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

Department of National Defence
CFB Gagetown
Oromocto, New Brunswick

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, etc.

6.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$40,000.00 (Applicable Taxes included).

6.10 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$750,000.00 (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 four (4) 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.

(Derived from - Provenant de: M4506C, 2013/04/25)

6.11 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2016/04/04), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010C (2016/04/04), General Conditions - Services (Medium Complexity);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment; and
- g) the Offeror's offer dated _____.

6.12 Certifications and Additional Information

6.12.1 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.

6.12.2 SACC Manual Clauses

SACC Reference	Section	Date
A0285C	Workers Compensation	2007/05/25

6.13 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in New Brunswick.

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.

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.

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.

(Derived from - Provenant de: A3025C, 2013/03/21)

6.5 Payment

6.5.1 Basis of Payment - Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

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. 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.

(Derived from - Provenant de: C0207C, 2013/04/25)

6.5.2 Limitation of Price

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

6.5.3 Method of Payment

SACC Reference	Section	Date
H1000C	Single Payment	2008/05/12

6.5.4 SACC Manual Clauses

SACC Reference	Section	Date
A9117C	T1204 - Direct Request by Customer Department	2007/11/30

6.5.5 Electronic Payment of Invoices – Call-up *To be confirmed at issuance*

The Contractor accepts to be paid using 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)

6.6 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.
- Invoices must be distributed as follows:
 - The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

(Derived from - Provenant de: H5001C, 2008/12/12)

6.7 SACC Manual Clauses

SACC Reference	Section	Date
A9062C	Canadian Forces Site Regulations	2011/05/16
B7500C	Excess Goods	2006/06/16
G1005C	Insurance – No Specific Requirement	2016/01/28

ANNEX A - STATEMENT OF WORK

GENERAL

A. Base Gagetown

To provide a Standing Offer for the provision of "Laundry/Dry Cleaning Services" for the Department of National Defence, CFB Gagetown on an as and when requested basis for the period from January 1, 2017 to December 31, 2019. Items include as per Annex A and B.

Prices quoted are to include pick-up and delivery charges.

Mandatory Cleaning Requirements

- a. Sheets, pillow cases and mattress covers are to be bleached when washed, pressed and folded.
- b. On delivery, sheets are to be bundled and wrapped, no more than 15 per bundle. Pillow cases are to be bundled and wrapped no more than 40 per bundle.
- c. Blankets and counterpanes are to be washed: On delivery, they are to be tied no more than 5 per bundle.
- d. Counterpanes and towels are to be washed.

Mandatory Pick-Up and Delivery Instructions

- a. Pick-up will be at 3 ASG DND Quarters and delivery will be on the following day and at the following building locations:

Pick-Up

Monday	D59 and D60
Tuesday	H1, H3 and H8
Wednesday	H20, H21 and H23
Thursday	D23, D24, D25 and D27
Friday	M5, F and A Lines

Delivery

Tuesday
Wednesday
Thursday
Friday
Mondays

B. Combat Training Centre (CTC) Schools Laundry Requirements

To provide a Standing Offer for the provision of "Laundry Services" for the Department of National Defence, CFB Gagetown (Combat Training Centre (CTC) Schools) **on an as and when requested basis** for the period from January 1, 2017 to December 31, 2019.

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Standard bags of Soldiers Laundry to training area locations.

<u>Item</u>	<u>Description</u>	<u>Unit of Issue</u>
7.0	Standard bag of laundry Bag (assorted clothing, less than 9 lbs per bag)	bag
7.1	Camp Petersville	Bag

Frequency of pick up/ delivery will be as follows:

Pick-Up

Monday	Camp Petersville
Tuesday	Camp Petersville
Wednesday	Camp Petersville
Thursday	Camp Petersville
Friday	Camp Petersville
Friday	Camp Petersville

Delivery

Wednesday
Thursday
Friday
Friday
Mondays
Tuesday

C. CTC SCHOOL'S

Standard bags of Soldiers Laundry to (Barracks) various Buildings.

<u>Description</u>	<u>Unit of Issue</u>
Standard bag of laundry Bag (assorted clothing, less than 9 lbs per bag)	Bag

Frequency of pick up/ delivery will be as follows:

Pick-Up

Monday	H-20
Wednesday	H-20
Friday	H-20

Delivery

Tuesday
Thursday
Monday

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ANNEX B - BASIS OF PAYMENT

FOR THE PERIOD FROM JANUARY 1, 2017 TO DECEMBER 31, 2019

Item No.	Description	Unit of Issue	Quantity	First Year Price	Second Year Price	Third Year Price
1	Singlets, Life Guard	Each	100	\$ _____	\$ _____	\$ _____
2	Bag, Laundry	Each	200	\$ _____	\$ _____	\$ _____
3	Blanket, Bed	Each	9000	\$ _____	\$ _____	\$ _____
4	Mattress Covers	Each	18000	\$ _____	\$ _____	\$ _____
5	Tablecloth	Each	500	\$ _____	\$ _____	\$ _____
6	Curtains	Each	200	\$ _____	\$ _____	\$ _____
7	Shirt Cadpat	Each	1000	\$ _____	\$ _____	\$ _____
8	Coat Cadpat	Each	1000	\$ _____	\$ _____	\$ _____
9	Coveralls (except chemical)	Each	2000	\$ _____	\$ _____	\$ _____
10	Sleeping Bag Inner	Each	1000	\$ _____	\$ _____	\$ _____
11	Sleeping Bag Outer	Each	1000	\$ _____	\$ _____	\$ _____
12	Sleeping Bag Liner	Each	1000	\$ _____	\$ _____	\$ _____
13	Sleeping Bag Hood	Each	1000	\$ _____	\$ _____	\$ _____
14	Blankets Fleece	Each	100	\$ _____	\$ _____	\$ _____
15	Pillowcase	Each	27000	\$ _____	\$ _____	\$ _____
16	Comforters	Each	500	\$ _____	\$ _____	\$ _____
17	Sheets, Bed	Each	45000	\$ _____	\$ _____	\$ _____
18	Shirts, Cotton (all types)	Each	2000	\$ _____	\$ _____	\$ _____
19	Towels, Bath	Each	2000	\$ _____	\$ _____	\$ _____
20	Towels, Hand	Each	2000	\$ _____	\$ _____	\$ _____

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Item No.	Description	Unit of Issue	Quantity	First Year Price	Second Year Price	Third Year Price
21	Gortex Parka	Each	200	\$ _____	\$ _____	\$ _____
22	Trousers Cadpat	Each	1000	\$ _____	\$ _____	\$ _____
23	Trousers, Work Dress	Each	200	\$ _____	\$ _____	\$ _____
24	Trousers, Cadet	Each	500	\$ _____	\$ _____	\$ _____
25	Sweat Suit, Bottom	Each	500	\$ _____	\$ _____	\$ _____
26	Sweat Suit, Top	Each	500	\$ _____	\$ _____	\$ _____
27	Cap, Knit	Each	1000	\$ _____	\$ _____	\$ _____
28	Cap, Combat	Each	1000	\$ _____	\$ _____	\$ _____
29	Bath Mats	Each	100	\$ _____	\$ _____	\$ _____
30	Facecloth	Each	500	\$ _____	\$ _____	\$ _____
31	Napkin, Table	Each	500	\$ _____	\$ _____	\$ _____
32	Jacket, Life Preserver	Each	100	\$ _____	\$ _____	\$ _____
33	Singlets, Gym	Each	200	\$ _____	\$ _____	\$ _____
34	Tent, Arctic, 5 Man	Each	50	\$ _____	\$ _____	\$ _____
35	Tent, Arctic, Liner	Each	50	\$ _____	\$ _____	\$ _____
36	Jacket, Medical/Dental	Each	200	\$ _____	\$ _____	\$ _____
37	Coveralls, General Purpose	Each	2000	\$ _____	\$ _____	\$ _____
38	Jacket, Wet Weather	Each	2000	\$ _____	\$ _____	\$ _____
39	Trousers, Wet Weather	Each	500	\$ _____	\$ _____	\$ _____
40	Bag, Duffle	Each	200	\$ _____	\$ _____	\$ _____
41	Oven Mitts	Each	500	\$ _____	\$ _____	\$ _____

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Item No.	Description	Unit of Issue	Quantity	First Year Price	Second Year Price	Third Year Price
42	White Gloves	Each	500	\$ _____	\$ _____	\$ _____
43	Modular Liners (centers, fronts and rear)	Each	50	\$ _____	\$ _____	\$ _____
44	5 & 10 Man Arctic Tent Liners	Each	50	\$ _____	\$ _____	\$ _____
45	Grey (wool) Blankets	Each	50	\$ _____	\$ _____	\$ _____
46	NBCD Suits	Each	200	\$ _____	\$ _____	\$ _____
47	Trousers Service L/W	Each	200	\$ _____	\$ _____	\$ _____
48	Trousers Service H/W	Each	200	\$ _____	\$ _____	\$ _____
49	Jacket Service L/W	Each	200	\$ _____	\$ _____	\$ _____
50	Jacket Service H/W	Each	200	\$ _____	\$ _____	\$ _____
51	Coat All Weather	Each	200	\$ _____	\$ _____	\$ _____
52	Shirt Cooks White	Each	1000	\$ _____	\$ _____	\$ _____
53	Pants Cooks White	Each	1000	\$ _____	\$ _____	\$ _____
54	Smock Cooks White	Each	1000	\$ _____	\$ _____	\$ _____
55	Sweater Combat	Each	100	\$ _____	\$ _____	\$ _____
56	Work Smocks / Coveralls	Each	1000	\$ _____	\$ _____	\$ _____
57	Standard bag of laundry (assorted clothing, less than 9 lbs per bag) CAP site (approximately 5 km from Main Gate)	Each	5000	\$ _____	\$ _____	\$ _____
58	Standard bag of laundry (assorted clothing, less than 9 lbs per bag) RETS site (approximately 5 km from Main Gate)	Each	1000	\$ _____	\$ _____	\$ _____

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Item No.	Description	Unit of Issue	Quantity	First Year Price	Second Year Price	Third Year Price
59	Standard bag of laundry (assorted clothing, less than 9 lbs per bag) Camp Petersville (approximately 30 km from Main Gate)	Each	3000	\$ _____	\$ _____	\$ _____
60	Standard bag of Laundry (assorted clothing, less than 9 lbs per bag) (Barracks)	Each	15000	\$ _____	\$ _____	\$ _____
61	Miscellaneous items noted listed above on an as and when requested basis.			\$ _____	\$ _____	\$ _____
Subtotal				\$ _____	\$ _____	\$ _____
HST (15%)				\$ _____	\$ _____	\$ _____
Total				\$ _____	\$ _____	\$ _____

* Unit price must include pick-up and delivery.

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ANNEX C - 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)

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