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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

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

The referenced document is hereby revised; unless
otherwise indicated, all other terms and conditions of the
Offer remain the same.

Ce document est par la présente révisé; sauf indication
contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

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Title - Sujet Forklift Repair / Maintenance		
Solicitation No. - N° de l'invitation 21401-162207/A		Date 2016-12-20
Client Reference No. - N° de référence du client 21401-16-2207		Amendment No. - N° modif. 004
File No. - N° de dossier KIN-5-44069 (535)	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$KIN-535-6990		
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale		2016-09-07
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-01-24		Time Zone Fuseau horaire Eastern Standard Time EST
Address Enquiries to: - Adresser toutes questions à: Carriere, Nancy		Buyer Id - Id de l'acheteur kin535
Telephone No. - N° de téléphone (613) 545-8764 ()		FAX No. - N° de FAX (613) 545-8067
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.		

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

Amendment 004 is raised for the following reasons:

1. Answer questions from potential suppliers on behalf of Canada
 2. Amend Annex "B", Basis of Payment.
-

Questions from suppliers and answers from Canada

- A. Question:** Ministry of Labor Lifting Device Inspection - there are 33 units listed on pages 21 and 22 but only requesting 25 in the Basis of Payment.

Answer: CSC/Corcan confirms there are 33 units; therefore the Basis of Payment will be amended to reflect this change.

- B. Question:** Preventive Maintenance Program Lift Truck - there are 33 units but only 24 are requesting service. Also would they require servicing quarterly, twice a year or yearly?

Answer: CSC/Corcan confirms there are 33 units; therefore the Basis of Payment will be amended to reflect this change. The Service is required differently at each Institution and this information is to be confirmed at Call-up issuance. CSC/Corcan will amend the Basis of Payment to add three options: 1. PMP services annually, 2. PMP services Bi-annually 3. PMP services quarterly.

- C. Question:** Does price on PMP's include parts (i.e. oil, filters, etc)?

Answer: CSC/Corcan confirms that PMP does not include parts. The Material and Replacement parts are addressed separately in Article 2.0 of the Annex B -Basis of Payment.

- D. Question:** Regarding the service and repair calls, does overheard mean overhead or overtime?

Answer: CSC confirms that the correct wording is overhead and the Basis of payment will be amended to reflect this change.

- E. Question:**

- a) Is it possible for the parts and labor to be bundled or do you require separate and complete list of parts and labor
- b) Do you want the parts prices listed separately?

Answers: As per the Annex B – Basis of payment Article 2.0 Material and Replacement Parts the Contractor is required to provide Corcan with a written cost estimate for the repair including a list of material and /or replacement parts with a cost for each item. The cost estimate must be approved in writing by the Corcan representative before the Contractor can proceed with the repairs.

- F. Question:** If the supplier cannot fix the problem on site then you should include a section to allow suppliers to provide a price for the freight to and from the site.

Answer: CSC/Corcan, will amend the Basis of Payment to include freight charges.

REFER: ANNEX B, BASIS OF PAYMENT
DELETE: In its entirety
INSERT:

ANNEX "B"

BASIS OF PAYMENT

Pricing Instructions

Bidders are to provide firm unit pricing for the items listed below:

The estimated usage as stated herein is an estimate of the requirement made in good faith. The Standing Offer will be limited to the actual goods and services ordered and delivered.

All applicable taxes are not to be included in the pricing and will be extra at 13% and are to be shown as a separate item on all invoices.

Period of Standing Offer: Issuance to 31 October 2019

1.0 Services Required

Description	Unit of Issue	Estimated Usage	Pricing for Year #1 Issuance to 31 October 2017	Pricing for Year #2 01 November 2017 to 31 October 2018	Pricing for Year #3 01 November 2018 to 31 October 2019
Ministry of Labor Lifting Device Inspection	Each	33	\$ _____	\$ _____	\$ _____
Preventive Maintenance Program Lift Truck (Refer to Annex A for list of life trucks)	Each Diesel	2	PMP annually \$ _____ PMP bi-annually \$ _____ PMP quarterly \$ _____	PMP annually \$ _____ PMP bi-annually \$ _____ PMP quarterly \$ _____	PMP annually \$ _____ PMP bi-annually \$ _____ PMP quarterly \$ _____
Preventive Maintenance Program Lift Truck (Refer to Annex A for list of life trucks)	Each Electric	11	PMP annually \$ _____ PMP bi-annually \$ _____ PMP quarterly \$ _____	PMP annually \$ _____ PMP bi-annually \$ _____ PMP quarterly \$ _____	PMP annually \$ _____ PMP bi-annually \$ _____ PMP quarterly \$ _____
Preventive	Each	20	PMP annually	PMP annually	PMP annually

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004
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Maintenance Program Lift Truck (Refer to Annex A for list of life trucks)	Propane		\$ _____ PMP bi-annually \$ _____ PMP quarterly \$ _____	\$ _____ PMP bi-annually \$ _____ PMP quarterly \$ _____	\$ _____ PMP bi-annually \$ _____ PMP quarterly \$ _____
Service and Repair calls, including travel & overheard & first hour of labor. Regular hours 0800 – 1600 Monday to Friday	Per Hour	121	\$ _____	\$ _____	\$ _____
Freight charges on demand			\$ _____	\$ _____	\$ _____

2.0 Material and Replacement Parts

The contractor is required to provide CORCAN with a written cost estimate for the repair including a list of materials and/or replacement parts with a cost for each item. The cost estimate must be approved by CORCAN before the contractor can proceed with the repair. (See Annex "A" paragraph 5 &6).

Material and replacement parts are to be OEM (with the exception of free issue) and will be charged out at the Manufacturer Suggested Retail Price, latest issue, less a discount of:

_____ % Year One
_____ % Year Two
_____ % Year Three

Estimated usage \$8,000.00 per year

3.0 Travel and living expenses

For Work to be performed at the work location:

Canada will not accept any travel and living expenses incurred by the Contractor in the performance of the Work, for:

- i. services provided within 100 km of the work location; and
 - ii. any travel between the Contractor's place of business and the work location.
- b. For Services provided outside 100 km of the work location, the Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the

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- Work, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the [Treasury Board Travel Directive](#) and with the other provisions of the directive referring to "travelers", rather than those referring to "employees".
- c. Canada will not accept any travel and living expenses incurred by the Contractor as a consequence of any relocation of personnel required to satisfy the terms of this Contract.
 - d. All travel must have the prior authorization of the Technical Authority. All payments are subject to government audit.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME