



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

Title - Sujet Soft Drinks & Dispenser Equipment	
Solicitation No. - N° de l'invitation W0142-17X030/A	Date 2016-12-29
Client Reference No. - N° de référence du client W0142-17X030	GETS Ref. No. - N° de réf. de SEAG PW-\$CAL-123-6546
File No. - N° de dossier CAL-6-39056 (123)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-01-17	
Time Zone Fuseau horaire Mountain Standard Time MST	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Yu, Jenny	Buyer Id - Id de l'acheteur cal123
Telephone No. - N° de téléphone (403)909-0630 ()	FAX No. - N° de FAX (403)292-5786
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE CFB SUFFIELD ATTENTION CMTT BLDG 322 RALSTON Alberta TOJ2N0 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.	

**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

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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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; |
| Part 6 | Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; 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 Requirement and Basis of Payment, and any other annexes

1.2 Summary

To establish a Regional Individual Standing Offer for the provision of Soft Drinks and Dispenser equipment with maintenance to the Department of National Defence at the Canadian Forces Base Suffield, in Ralston, Alberta.

The period of the Standing Offer will be for one year firm with two additional one-year option periods.

Only one Standing Offer will be issued.

There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the **Industrial Security Program (ISP)** of Public Works and Government Services Canada (<http://ssiiss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

The requirement is subject to a preference for Canadian goods and/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: 90 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 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.

2.4 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in 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 (1 hard copy)
- 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

Offerors must clearly indicate the product offered meets each of the mandatory requirements listed in Annex A – Requirement.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Basis of Payment in Annex B. The total amount of Applicable Taxes must be shown separately.

3.1.1 Electronic Payment of Invoices

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex D Electronic Payment Instruments, to identify which ones are accepted.

If Annex D, 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.
- (c) The evaluation team will determine first if there are two or more offers with a valid Canadian Content certification. In that event, the evaluation process will be limited to the offers with the certification; otherwise, all offers will be evaluated. If some of the offers with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive offers with a valid certification remain, the evaluation will continue among those offers with a valid certification. If all offers with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other offers received will be evaluated.

4.1.1 Technical Evaluation

Failure to meet any of the following mandatory criteria at solicitation closing will render your submission non-compliant and given no further consideration.

4.1.1.1 Mandatory Technical Criteria

Ability to provide all the products and services as described in Annex A, Requirement.

4.1.2 Financial Evaluation

SACC Manual Clause [M0222T](#) (2016-01-28), Evaluation of Price, Canadian and Foreign Offerors

The quantities as shown in Annex B are estimated usages and for evaluation purposes only and will not form part of the final Standing Offer.

The Firm Unit Price for each item will be multiplied by its respective annual estimated usage to

determine a Total Extended Price for each year. The Total Extended Prices for each year will be added together to obtain the Total Evaluated Offer Price.

4.1.2.1 Pack or Unit Size

The Offeror must submit pricing for the pack size outlined in Annex B – Basis of Payment. If a requested size is no longer available, it is up to the Offeror to contact the Contracting Authority no later than seven (7) calendar days prior to the closing date with a proposed alternative size.

Where changes to pack or unit sizes are proposed, the following must be met:

- a. The proposed change is necessary because the original pack size specified is unavailable in the industry; and
- b. The new proposed size reflects the next size up or down (from the original size specified) that is available in the industry; and / or

Any changes to the product pack and/or size will be made by the Standing Offer Authority through an amendment to the Request for Standing Offer document.

4.2 Basis of Selection

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>), the Offeror must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

5.1.2 Additional Certifications Required with the Offer

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the request for standing offer, offerors acknowledge that only offers with a certification that the good(s) offered are Canadian goods, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the offer will result in the good(s) offered being treated as non-Canadian goods.

The Offeror certifies that:

() a minimum of 80 percent of the total price for the offer consist of Canadian goods as defined in paragraph 1 of clause A3050T.

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Annex 3.6.(9), Example 2, of the Supply Manual.

5.1.2.1 Canadian Content Certification

5.1.2.1.1 SACC Manual clause A3050T (2014-11-27) Canadian Content Definition

5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the offer non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder 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 \(ESDC\) - Labour's](#) website (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

PART 6 – SECURITY REQUIREMENTS

6.1 Security Requirements

1. Before issuance of a standing offer, the following conditions must be met:

(a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;

(b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 7A - Standing Offer;

(c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;

2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful Offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.

3. For additional information on security requirements, Offerors should refer to the **Industrial Security Program (ISP)** of Public Works and Government Services Canada (<http://ssi-iss.tpsgcpwgsc.gc.ca/index-eng.html>) website.

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex A.

7.2 Security Requirements

The following security requirements (*SRCL and related clauses provided by ISP*) apply and form part of the Standing Offer.

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - a. Security Requirements Check List and security guide (if applicable), attached at

Annex C;

b. *Industrial Security Manual* (Latest Edition).

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) (<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 to the Standing Offer Authority no later than 15 calendar days after the end of the reporting period.

The quarterly reporting periods per year are defined as follows:

- 1st quarter: July 1st
- 2nd quarter: October 1st
- 3rd quarter: January 1st
- 4th quarter: April 1st

The data must be submitted to the Standing Offer Authority no later than 30 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 April 1, 2017 to March 31, 2018, inclusive.

7.4.1.1 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) one-year periods, from April 1, 2018 to March 31, 2019 and April 1, 2019 to March 31, 2020 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.

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ca1123
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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 15 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.4.2 Comprehensive Land Claims Agreements (CLCAs)

The Standing Offer (SO) is for the delivery of the requirement detailed in the SO to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the standing offer.

7.4.3 Delivery Points

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

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Jenny Yu
Procurement Officer
Public Works and Government Services Canada
Telephone: 403-909-0630
Facsimile: 403-292-5786
E-mail address: jenny.yu@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.

7.5.2 Project Authority

The Project Authority for the Standing Offer is:

TBD

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

7.5.3 Offeror's Representative

Name: _____

Title: _____

Company: _____

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Address: _____

Telephone: _____ Fax: _____

Email: _____

7.6 Identified Users

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

Department of National Defence (DND), Canadian Forces Base (CFB) Suffield and the British Army Training Unit Suffield (BATUS)

7.7 Call-up Instrument

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

7.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ 20,000.00 (Applicable Taxes included).

7.9 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 2010A (2016-04-04), General Conditions - Goods (Medium Complexity)
- e) Annex A, Requirement
- f) Annex B, Basis of Payment;
- g) Annex C, Security Requirements Check List;
- h) the Offeror's offer dated _____.

7.10 Certifications and Additional Information

7.10.1 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.

7.11 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 Requirement

The Contractor must provide the items detailed in the call-up against the Standing Offer.

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

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

Interest on Overdue Accounts, will not apply to payments made by credit cards.

7.3 Term of Contract

7.3.1 Delivery Date

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

7.4 Payment

7.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm unit prices, as specified in Annex B – Basis of Payment. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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.

7.4.2 Single Payment

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

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File No. - N° du dossier
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Buyer ID - Id de l'acheteur
ca1123
CCC No./N° CCC - FMS No./N° VME

7.5 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.

The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

Base Commander
Canadian Forces Base (CFB) Suffield
Att: G1 Finance, Invoice Section
P.O. Box 6000 Station Main
Medicine Hat, AB T1A 8K8

7.5.5 Electronic Payment of Invoices – Call-up

TBD

7.6 Insurance

SACC Manual clause [G1005C](#) (2016-01-28) Insurance

7.7 SACC Manual Clauses

A9062C (2011-05-16) Canadian Forces Site Regulations
B7500C (2006-06-16) Excess Goods
D0014C (2007-11-30), Delivery of Fresh, Chilled or Frozen Products
D0018C (2007-11-30), Delivery and Unloading
D3004C (2007-11-30), Type of Transport

7.8 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX A

REQUIREMENT

A Regional Individual Standing Offer for the provision of Soft Drinks and Dispenser equipment with maintenance as listed herein to the Department of National Defence at the Canadian Forces Base Suffield, in Ralston, Alberta.

Soft Drinks, Dispensers, and Equipment Maintenance:

1. The Contractor must ensure 90% of all items listed in Annex B are available for regular purchase. Potential shortfalls in providing the identified items in a call-up shall be immediately brought to the attention of the Project/ Call-Up Authority.
2. Substitutions will not be accepted without the prior approval of Project/ Call-Up Authority, who is the only approving authority for substitutions and Call-Up amendments. Any additional cost incurred to substitute an item rests fully at the Contractor's expense. Substitute food items will be invoiced at the same price as the item it is substituting, as per Annex B, Basis of Payment.
3. The Contractor may accept or decline Call-Ups for Off-List Items (items not specified in Annex B). Pricing on Off-List Items is to be in accordance with the lowest prices charged to the Contractor's most favored customer for like quality and quantity of product.
4. Products must be received in good condition with no leaks, stains or dents in or on pails.
5. All products must be of recent production. The shelf life or best before date must be clearly indicated on a conspicuous location and any conditions affecting the product shelf life must be clearly stated at the time of ordering/ Call-Up.
6. Government-inspected and/or graded foods will have the appropriate stamp indicating such inspection and/or grading has been carried out.
7. The Project/ Call-Up Authority reserves the right to inspect the Contractor's facility during the period of the Standing Offer for the purpose of quality assurance and to ensure the facility meets the standards expected of a CFIA approved supplier.
8. Final inspection and acceptance of the product will rest solely with the Project/ Call-Up Authority or his or her representatives at the point of delivery. All products supplied shall be free of signs of deterioration, spoilage, filth, or damage by rodents or insects. The Project/ Call-Up Authority or his or her representative will have the right to reject products at the time of delivery and the supplier will remove unacceptable products immediately.
9. The Contractor agrees, upon notification of rejected products and or shortage of food products, to replace all shortage and rejected items within 24 hours. Any additional expenses including delivery costs incurred to replace all shortage or rejected items rests fully at the Contractor's expense.
10. Urgent/ Emergency deliveries may be required. In the case of emergency/ urgent deliveries, deliverables must be received within 24 hours of Call-Up, inclusive of weekends and statutory holidays. DND will be prepared to accept delivery 24 hours per day for an emergency requests.
11. The Contractor must provide suitable dispensing equipment for fountain soda with a choice of six (6) flavours and ice dispensing capabilities to the following locations:

- Combined Mess- CFB Suffield, Ralston Alberta, Building 436
- Crowfoot Kitchen- CFB Suffield, Ralston Alberta, Building 241

12. Equipment must be checked and maintained monthly and as requested.

a. The consignee must be allowed to expend existing stock before ordering from the SOA.

b. In conjunction with the products supplied it is also requested that the supplier provide a regular monthly inspection and minor servicing to all dispensing equipment. The inspection and servicing should encompass the following:

- i. Measure and adjust the concentration of as per specifications of product solution and adjust machines to maintain a proper concentration of for best operating results.
- ii. Check and clean dispenser lines including connections to syrup.
- iii. Provide written services reports on each inspection.
- iv. Provide emergency service calls when required within 24 hours of contact
- v. The service provider shall ensure that any chemicals used meet Federal, Provincial and Municipal WHIMS and environmental requirements.

13. Equipment must be checked and maintained monthly and as requested.

Call-up and Order Confirmation:

1. When items are required, DND will submit a Unitrak Purchase Order and/or PWGSC 942 Call-Up Against a Standing Offer form via fax or hard copy to the Contractor. All Call-Ups will be placed a minimum of 24 to 48 hours prior to the expected day of delivery. Food deliveries may include weekends or statutory holidays.
2. The Contractor must respond within 2 to 4 hours of receipt of a Purchase Order and/or Call-up to confirm receipt of order.
3. DND reserves the right to amend a call-up, up to 24 hours before the delivery is required.

Deliveries:

1. Deliveries are to be made directly within the geographies of the Canadian Forces Base Suffield areas of responsibilities identified below. The delivery locations will be identified on each individual call-up.
2. The following delivery locations will be included in the areas of responsibilities:
 - Ration Commissary- CFB Suffield, Ralston Alberta, Building 207
 - Combined Mess- CFB Suffield, Ralston Alberta, Building 436
 - Crowfoot Kitchen- CFB Suffield, Ralston Alberta, Building 241
3. Deliveries must be made between the hours of 0730 hr and 1200 hrs, including weekends and statutory holidays.

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4. The Project/ Call-Up Authority or his or her representative will meet the Contractor to receive the product order at the delivery locations identified on the individual call-up.

Type of Transport:

5. Delivery of chilled food commodities must be made in climate controlled transport unless the Call-up Authority approves otherwise. Refrigerated and freezer transport must have the following acceptable temperatures:
- Refrigerated transport must have a temperature of four degrees Celsius (4° C), plus or minus two degrees Celsius ($\pm 2^\circ$ C).
 - Freezer transport must have a temperature below negative eighteen degrees Celsius (-18° C).
6. The vehicles utilized for the transportation of food products must be considered as an extension of the company premises. As such, the environment it presents must not put at risk the integrity of the products contained therein.
-

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ANNEX B

BASIS OF PAYMENT

Prices herein are all inclusive firm prices for supply, delivery, and maintenance of Soft Drinks and Dispensing equipment as specified in Annex A – Requirement, to the Department of National Defence at the Canadian Forces Base Suffield, in Ralston, Alberta.

G.S.T. is excluded and is to be listed on invoices as a separate item.

**The estimated quantities are for Evaluation purposes only and do not form part of any Standing Offer or Contract.*

FIRM PERIOD PRICING (April 1, 2017 to March 31, 2018, inclusive)							
Line Item	Soft Drink Description	Product Name & Code	UoM	Case Size/ Format	Unit Price	Estimated Annual Usage (Cases)	Extended Total
1	Cola 355ml/24 can				\$	20	\$
2	Cola 20 L BIB (Bag In Box)				\$	80	\$
3	Cola 24/591ml				\$	2	\$
4	Diet Cola 355ml/24 can				\$	20	\$
5	Diet Cola 20 L BIB				\$	80	\$
6	Diet Cola 24/591ml				\$	4	\$
7	Lemon-lime 355ml/24 can				\$	16	\$
8	Lemon-lime 20 L BIB				\$	24	\$
9	Lemon-lime 24/591ml				\$	2	\$
10	Mountain Dew 355ml/24 can				\$	10	\$
11	Mountain Dew 20 L BIB				\$	24	\$
12	Orange 20 L BIB				\$	24	\$
13	Orange 24/591ml				\$	2	\$
14	Orange 355ml/24 can				\$	10	\$
15	Root Beer 355ml/24 can				\$	10	\$
16	Root Beer 20 L BIB				\$	10	\$

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17	Root Beer 24/591ml				\$	30	\$
18	Ice Tea 355ml/24 can				\$	20	\$
19	Ice Tea 20 L BIB				\$	30	\$
20	Cream soda 20 L BIB				\$	2	\$
21	Dr. Pepper 355ml/24 can				\$	4	\$
22	Dr. Pepper 20 L BIB				\$	2	\$
23	Power drink 12/ case (various flavours)				\$	10	\$
24	Soda assorted 24/591ml				\$	4	\$
25	Assorted soda 355ml/24 can				\$	10	\$
26	Water 24/591ml				\$	120	\$
27	Water 12/500ml				\$	40	\$
28	CO2 20 lb cylinder				\$	32	\$
							\$

OPTION YEAR 1 PRICING (April 1, 2018 to March 31, 2019, inclusive)							
Line Item	Soft Drink Description	Product code	UoM	Case Size/ Format	Unit Price	Estimated Annual Usage (Cases)	Extended Total
1	Cola 355ml/24 can				\$	20	\$
2	Cola 20 L BIB (Bag In Box)				\$	80	\$
3	Cola 24/591ml				\$	2	\$
4	Diet Cola 355ml/24 can				\$	20	\$
5	Diet Cola 20 L BIB				\$	80	\$
6	Diet Cola 24/591ml				\$	4	\$
7	Lemon-lime 355ml/24 can				\$	16	\$

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8	Lemon-lime 20 L BIB				\$	24	\$
9	Lemon-lime 24/591ml				\$	2	\$
10	Mountain Dew 355ml/24 can				\$	10	\$
11	Mountain Dew 20 L BIB				\$	24	\$
12	Orange 20 L BIB				\$	24	\$
13	Orange 24/591ml				\$	2	\$
14	Orange 355ml/24 can				\$	10	\$
15	Root Beer 355ml/24 can				\$	10	\$
16	Root Beer 20 L BIB				\$	10	\$
17	Root Beer 24/591ml				\$	30	\$
18	Ice Tea 355ml/24 can				\$	20	\$
19	Ice Tea 20 L BIB				\$	30	\$
20	Cream soda 20 L BIB				\$	2	\$
21	Dr. Pepper 355ml/24 can				\$	4	\$
22	Dr. Pepper 20 L BIB				\$	2	\$
23	Power drink 12/ case (various flavours)				\$	10	\$
24	Soda assorted 24/591ml				\$	4	\$
25	Assorted soda 355ml/24 can				\$	10	\$
26	Water 24/591ml				\$	120	\$
27	Water 12/500ml				\$	40	\$
28	CO2 20 lb cylinder				\$	32	\$
							\$

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OPTION YEAR 2 PRICING (April 1, 2019 to March 31, 2020, inclusive)							
Line Item	Soft Drink Description	Product code	UoM	Case Size/ Format	Unit Price	Estimated Annual Usage (Cases)	Extended Total
1	Cola 355ml/24 can				\$	20	\$
2	Cola 20 L BIB (Bag In Box)				\$	80	\$
3	Cola 24/591ml				\$	2	\$
4	Diet Cola 355ml/24 can				\$	20	\$
5	Diet Cola 20 L BIB				\$	80	\$
6	Diet Cola 24/591ml				\$	4	\$
7	Lemon-lime 355ml/24 can				\$	16	\$
8	Lemon-lime 20 L BIB				\$	24	\$
9	Lemon-lime 24/591ml				\$	2	\$
10	Mountain Dew 355ml/24 can				\$	10	\$
11	Mountain Dew 20 L BIB				\$	24	\$
12	Orange 20 L BIB				\$	24	\$
13	Orange 24/591ml				\$	2	\$
14	Orange 355ml/24 can				\$	10	\$
15	Root Beer 355ml/24 can				\$	10	\$
16	Root Beer 20 L BIB				\$	10	\$
17	Root Beer 24/591ml				\$	30	\$
18	Ice Tea 355ml/24 can				\$	20	\$
19	Ice Tea 20 L BIB				\$	30	\$
20	Cream soda 20 L BIB				\$	2	\$
21	Dr. Pepper 355ml/24 can				\$	4	\$
22	Dr. Pepper 20 L BIB				\$	2	\$

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23	Power drink 12/ case (various flavours)				\$	10	\$
24	Soda assorted 24/591ml				\$	4	\$
25	Assorted soda 355ml/24 can				\$	10	\$
26	Water 24/591ml				\$	120	\$
27	Water 12/500ml				\$	40	\$
28	CO2 20 lb cylinder				\$	32	\$
							\$

GRAND TOTAL:

\$

Miscellaneous Items:

Delivery to Trail End's Camp, Cochrane, Alberta \$ _____ / trip

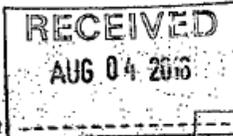
Emergency/ Urgent/ less than 24hours notice deliveries \$ _____ / trip

Weekend/ Statutory Holidays deliveries \$ _____ / trip



ANNEX C

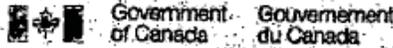
SECURITY REQUIREMENTS CHECK LIST



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SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine DND, CFB SUFFIELD		2. Branch or Directorate / Direction générale ou Direction G4 Foods Services	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Food Services support, contractor will deliver Soft drink supplies and service drink machines throughout the week and are requested to be available everyday of the week. This SRCL is being submitted as the contractor requires unescorted access to a Controlled Access Zone/Area.			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? (Specify the level of access using the chart in Question 7. c) Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS?		<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No / Non	<input checked="" type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	
Foreign / Étranger <input type="checkbox"/>			
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>		All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable / À ne pas diffuser <input type="checkbox"/>		No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>	
Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>		Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	
7. c) Level of information / Niveau d'information			
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>	
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	



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PART A / CONFIDENTIAL / PARTIE A / RENSEIGNEMENTS

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité:

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No / Non Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel:
Document Number / Numéro du document:

PART B / PERSONNEL / SUPPLIER / PARTIE B / PERSONNEL FOURNISSEUR

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:
Commentaires spéciaux: This SRCL is being submitted as the contractor requires unescorted access to a Controlled Access Zone/Area

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui

If Yes, will un-screened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / Oui

PART C / SAFEGUARDS / SUPPLIER / PARTIE C / MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? No / Non Yes / Oui

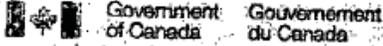
PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? No / Non Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No / Non Yes / Oui



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PAR CC (continued) / PARTIE C (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC						
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET COMSEC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	
											A	B	C				
Information / Assets Renseignements / Éléments																	
Production																	
IT Needs / Support IT																	
IT Link / Lien électronique																	

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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Security Classification / Classification de sécurité Unclassified

PART 13 AUTHORIZATION / PART 13 AUTORISATION			
13. Organization Project Authority / Charge de projet de l'organisme			
Name (print) - Nom (en lettres moulées) Peter Chartrand		Title - Titre Deputy Food Services Officer	Signature
Telephone No. - N° de téléphone 403-544-4183	Facsimile No. - N° de télécopieur 403-544-4596	E-mail address - Adresse courriel peter.chartrand@forces.gc.ca	Date 27 Jun 16
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées) Tippy Graham - DD80 - Industrial Security Senior Security Analyst		Title - Titre Senior Security Analyst	Signature
Telephone No. - N° de téléphone Tel: 613-996-0223	Facsimile No. - N° de télécopieur E-mail: tippy.graham@forces.gc.ca	E-mail address - Adresse courriel tippy.graham@forces.gc.ca	Date 27 Jun 2016
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées)		Title - Titre Nancy Cryan	Signature
Telephone No. -		Address courriel Agente de sécurité des contrats et visites Contracts and Visits Security Officer 613-957-1018 nancy.cryan@tpsgc-pwgs.c.gc.ca	Date 2016-09-02

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité Unclassified



Solicitation No. - N° de l'invitation
W0142-17X030/A
Client Ref. No. - N° de réf. du client
W0142-17X030/A

Amd. No. - N° de la modif.
File No. - N° du dossier
W0142-17X030/A

Buyer ID - Id de l'acheteur
ca1123
CCC No./N° CCC - FMS No./N° VME

ANNEX D

USAGE REPORT

Quarterly Usage Report Schedule:

Period of:	Report Due no later than:

The Offeror hereby offers to provide information on completed Call-ups as per the format below:

Supplier Name		Standing Offer Name:	
Standing Offer Number:		Period Covered	
Standing Offer Authority Name:	Jenny Yu		

Department	Call-up Number	Dollar Value (GST Included)
(A) Total Dollar Value Call-ups for this reporting period:		
(B) Accumulated Call-up totals to date:		
(A+B) Total Accumulated Call-ups:		

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

PREPARED BY:

NAME:

TELEPHONE NO.:

SIGNATURE: _____ DATE: _____

Send Report to: WST.PA-CAL@pwgsc-tpsgc.gc.ca or Fax to: (403) 292-5786.

Solicitation No. - N° de l'invitation
W0142-17X030/A
Client Ref. No. - N° de réf. du client
W0142-17X030/A

Amd. No. - N° de la modif.
File No. - N° du dossier
W0142-17X030/A

Buyer ID - Id de l'acheteur
ca1123
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)
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