



This Standing Offer will not be for deliveries of goods or services in a CLCA or PSAB area. The RFSD description of goods and services clearly states that the SO is not for deliveries of goods or services in a CLCA area

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

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

- Part 1            General Information: provides a general description of the requirement;
- Part 2            Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3            Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4            Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5            Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6            6A, Standing Offer, and 6B, Resulting Contract Clauses:
  - 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 the Requirement, the Basis of Payment, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification and any other annexes

### **1.2 Summary**

A Regional Individual Standing Offer to supply and deliver all materials, labour, equipment, supervision and transportation necessary to provide heavy equipment rentals (without operator) for the Department of National Defence in Alberta, Saskatchewan and Manitoba on an "as required" basis during the period of the standing offer. The standing offer will be in effect from issuance of the Standing Offer to 30 April 2018 with two (2) one (1) year option periods.

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).

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### **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.

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

Delete: 60 days  
Insert: 120 days

#### **2.1.1 SACC Manual Clauses**

M0019T (2007-05-250, 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 five (5) 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.

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## **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 Saskatchewan.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Offerors.

## **PART 3 - OFFER PREPARATION INSTRUCTIONS**

### **3.1 Offer Preparation Instructions**

Canada requests that Offerors provide their offer in separately bound sections as follows:

Section I:        Technical Offer (one (1) hard copy)  
Section II:       Financial Offer (one (1) hard copy)  
Section III:      Certifications (one (1) hard copy)

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

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

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

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

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

#### **Section I: Technical Offer**

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

#### **Section II: Financial Offer**

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

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### 3.1.1 Electronic Payment of Invoices - Offer

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.

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

- The Offeror must bid on at least 80% of the line items in Annex B – Basis of Payment for each period (there are 24 items listed, the Offeror must bid on at least **19 of the 24** items listed) Bids will be evaluated on the like items only.
- Failure to provide a minimum of 80% pricing will render the offer non-compliant without further consideration being given.

#### 4.1.2 Financial Evaluation

Year 1 – Issuance of Standing Offer to 30 September 2016

Item 001 Setup Charge + (Item 001 Weekly Rate \* 4 weeks) + Item 001 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)

+

Item 002 Setup Charge + (Item 002 Weekly Rate \* 3 weeks) + Item 002 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)

+

Item 003 Setup Charge + (Item 003 Weekly Rate \* 22 weeks) + Item 003 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)

+

Item 004 Setup Charge + (Item 004 Weekly Rate \* 5 weeks) + Item 004 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)

+

Item 005 Setup Charge + (Item 005 Weekly Rate \* 4 weeks) + Item 005 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)

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+  
Item 006 Setup Charge + (Item 006 Weekly Rate \* 4 months) + Item 006 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 007 Setup Charge + (Item 007 Weekly Rate \* 6 weeks) + Item 007 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 008 Setup Charge + (Item 008 Weekly Rate \* 3 months) + Item 008 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 009 Setup Charge + (Item 009 Weekly Rate \* 10 months) + Item 009 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 010 Setup Charge + (Item 010 Weekly Rate \* 20 weeks) + Item 010 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 011 Setup Charge + (Item 011 Weekly Rate \* 43 weeks) + Item 011 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 012 Setup Charge + (Item 012 Weekly Rate \* 8 weeks) + Item 012 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 013 Setup Charge + (Item 013 Weekly Rate \* 5 months) + Item 013 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 014 Setup Charge + (Item 014 Weekly Rate \* 5 weeks) + Item 014 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 015 Setup Charge + (Item 015 Weekly Rate \* 15 weeks) + Item 015 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 016 Setup Charge + (Item 016 Weekly Rate \* 8 months) + Item 016 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 017 Setup Charge + (Item 017 Weekly Rate \* 4 weeks) + Item 017 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 018 Setup Charge + (Item 018 Weekly Rate \* 4 weeks) + Item 018 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 019 Setup Charge + (Item 019 Weekly Rate \* 2.5 months) + Item 019 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 020 Setup Charge + (Item 020 Weekly Rate \* 4 weeks) + Item 020 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 021 Setup Charge + (Item 021 Weekly Rate \* 4 weeks) + Item 021 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 022 Setup Charge + (Item 022 Weekly Rate \* 2.5 months) + Item 022 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)  
+  
Item 023 Setup Charge + (Item 023 Weekly Rate \* 4 weeks) + Item 023 Monthly Rate + Delivery and Pickup rate for year 1 (subtotal/8)

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+ Item 024 Annual Estimated Usage – (Annual Estimate Usage \* Discount)

= TOTAL EVALUATED PRICE FOR YEAR 1

- The same formula will be used to evaluation Option Year 1 and Option Year 2.
- The resulting aggregate of Year 1, Option Year 1 and Option Year 2 will be used to determine the lowest evaluated price

*SACC Manual* Clause M0222T (2016-01-28), Evaluation of Price – Canadian/Foreign Offerors

#### **4.2 Basis of Selection**

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

*SACC Manual* Clause M0069T (2007-05-25), Basis of Selection

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by Offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### **5.1 Certifications Required with the Offer**

Offerors must submit the following duly completed certifications as part of their offer.

#### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

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

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

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

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### **5.2.1 Integrity Provisions – Required Documentation**

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

### **5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification**

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)).

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

## PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 6.1 Offer

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

#### 6.2 Security Requirements

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.

##### 6.3.2 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, including those paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "E". 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.

The quarterly reporting periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31;
- 4th quarter: January 1 to March 31.

The data must be submitted to the Standing Offer Authority no later than thirty (30) calendar days after the end of the reporting period

### 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 the date of issuance to 30 April 2018.

#### 6.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) periods, from 01 May 2018 to 30 April 2019 and from 01 May 2019 to 30 April 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.

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

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#### **6.4.4 Delivery Points**

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

#### **6.5 Authorities**

##### **6.5.1 Standing Offer Authority**

The Standing Offer Authority is:

Name: Denise Gerstmar  
Title: Procurement Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Western  
Address: 600 – 2010 12<sup>th</sup> Avenue, Regina SK S4P 0M3  
Telephone: 306-241-1018  
Facsimile: 306-975-5397  
E-mail address: denise.gerstmar@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.

##### **6.5.3 Offeror's Representative**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Identified Users

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

- The Department of National Defence;
  - CFB Suffield
  - CFB Cold Lake
  - CFB Wainwright
  - CFB Winnipeg
  - CFB Shilo
  - CFB Edmonton
  - Dundurn Detachment
  - CFB Moose Jaw
  - Any other Department of National Defence locations in Alberta, Saskatchewan and Manitoba

## 6.7 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.*

## 6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$400,000.00 (Applicable Taxes included).

## 6.9 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), Goods (Medium Complexity);
- (e) Annex A, Requirement;
- (f) Annex B, Basis of Payment;
- (g) the Offeror's offer dated \_\_\_\_\_ (*insert date of offer*),

## 6.10 Certifications and Additional Information

### 6.10.1 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.

## 6.11 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 Saskatchewan.

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## **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 Requirement**

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

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

#### **6.2.1 General Conditions**

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

Section sixteen (16) Interest on Overdue Accounts, of 2010A (2016-04-04), General Conditions - Goods (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 Payment**

#### **6.4.1 Basis of Payment**

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

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

#### **6.4.2 Limitation of Price**

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

#### **6.4.3 Multiple Payments**

*SACC Manual* clause H1001C (2008-05-12), Multiple Payments

#### **6.4.4 SACC Manual Clauses**

A9094C	Vehicle Safety	2011-05-16
C2000C	Taxes - Foreign-based Contractor	2007-11-30
G6001C	Vehicles - Long Term Lease	2008-05-12
D0018C	Delivery and Unloading	2007-11-30

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

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

*To be inserted at Standing Offer Issuance*

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## **6.5 Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## **6.6 Insurance**

*SACC Manual* clause G1005C (2016-01-28), Insurance – No Specific Requirement

## **6.7 SACC Manual Clauses**

A9062C          Canadian Forces Site Regulations          2011-05-16

## ANNEX "A" REQUIREMENT

A Regional Master Standing Offer to supply and deliver all materials, labour, equipment, supervision and transportation necessary to provide heavy equipment rentals (without operator) in Alberta, Saskatchewan and Manitoba on an as required basis during the period of the standing offer. The standing offer will be in effect from Issuance of the Standing Offer to 30 April 2018 with two (2) one (1) year option periods.

**1. Response Time:**

Call-ups must be responded to within five (5) calendar days. The physical delivery of equipment will be determined upon the call-up. Contractors must be able to ensure delivery of rental equipment to the client facility within five (5) calendar days of a call-up being placed.

**2. Rental Period:**

Period of Rentals will be as specified in the call up document. For all rentals, the set up price will be inclusive of one (1) day of rental. The appropriate delivery and pick-up rate will be added to the setup charge to establish the initial price. Weekly rentals are based on a seven (7) day rental period. Monthly rentals are based on twenty-eight (28) days rental period.

**3. Estimates:**

Prior to delivery, the Contractor must supply a quote outlining the rates to be used for the rental period. Contractors must use the rates that are most advantageous to Canada.

For Example:

Equipment :	Rental of 150 HP (1000 PTO HP) Agriculture Tractor
Weekly Rental Rates:	\$1,500
Monthly Rental Rates:	\$4,000

If Canada requires a rental for 1 month, 3 weeks, the contractor will invoice for 2 monthly rental periods (2 x \$4,000.00) equaling \$8,000.00.

**4. Inspection and Acceptance of Rental Units**

A. All rental units will undergo an acceptance inspection by personnel upon delivery. Rental units that fail the inspection will be rejected and other units must be offered.

B. At the time of inspection, an "Acceptance and Inspection" Form will be completed for each rental unit jointly by the Supplier and Canada. The form will indicate the condition of the rental unit at time of rental and signed by both parties. At the termination of the rental period, rental units will be inspected by the Contractor and Canada using the same form, to determine any damage incurred during the rental period and determining any liability. Form to be signed by both parties upon the completion of the final inspection.

## 5. Maintenance

- A. Contractor is responsible for regular maintenance of units while on rental, including oil and filter changes. Contractor to provide Canada with fourteen (14) days notice of scheduled maintenance.
- B. Regular maintenance and repairs of units associated with the routine scheduled maintenance of the rental units will be the responsibility of the Contractor and will be provided at no cost to Canada.

## 6. Repairs and Towing

Breakdown of equipment will be attributed to either

- 1) mechanical failure or
- 2) operator fault.

### 6.1 Mechanical Failure

- 6.1.1 Mechanical failures or damaged caused by the malfunction of the equipment will be the responsibility of the Contractor.
- 6.1.2 If it is necessary to have the rental unit towed to a service location due to mechanical failure, the Contractor will be responsible for all towing charges. The Contractor must dispatch a tow-truck immediately after being notified by Canada to the breakdown location.

### 6.2 Operator Fault

- 6.2.1 Damage incurred to the rental unit between the time the rental unit has been accepted by Canada and the end of the rental period, will be Canada's responsibility, unless it is proven that the damage is caused by the malfunction of the rental unit.
- 6.2.2 Canada will be given the opportunity, to obtain its own estimate through a third party on the identified repairs in order to validate the Contractor's estimate. Once the value of the repairs has been established, the Contractor must forward the invoice for the agreed amount. Invoices must include copies of estimates and actual repair invoices including towing charges if necessary.
- 6.2.3 If it is necessary to have the rental unit towed to a service location due to mechanical failure caused by Canada's operating personnel, Canada will be responsible for all towing charges. Canada will notify the Contractor of the breakdown and either request the Contractor to dispatch a tow truck to the breakdown site or make their own arrangements to have the unit towed to the service location.

**7. Replacement of Units**

- A. Whether the breakdown of unit is due to equipment breakdown or caused through the actions of Canada's operating personnel, rental units which are deemed unserviceable for a period of twelve (12) hours or more, must be replaced by the Contractor within twelve (12) hours of notification with daily rates to be pro-rated against the time lost.
- B. Replacement units must meet the minimum requirements of the contract and undergo the same inspection requirements as original rented units.

**8. Report**

The Contractor must provide a vehicle service report to the Project Authority upon completion of each Call-Up against the Standing Offer.

**9. Emergency Response Time**

Standard response time for work under each standing offer is defined in the Site Specific Statement of Work. However, the Contractor may be required to provide occasional emergency service on priority or operational equipment. The Standing Offer holder for these emergency requirements as agreed to with the Standing Offer holder and the Project Authority must respond within twenty (24) hours and be completed within a mutually agreeable time frame.

**10. Equipment**

Equipment provided in this Standing Offer must be concurrent with models listed as "Current" or "Non-Current" in the "Rental Rates" section of the Heavy Construction Association 2016 Directory of Alberta, Manitoba or Saskatchewan (see Annex "C", Equipment Rate Guide to determine which directory will be used as reference). Models listed in the "Previous Models" section will not be considered for this requirement.

**11. Delivery**

Delivery is to be the Department of National Defence (at any of the locations listed below)

- CFB Suffield
- CFB Cold Lake
- CFB Wainwright
- CFB Winnipeg
- CFB Shilo
- CFB Edmonton
- Dundurn Detachment
- CFB Moose Jaw
- Any other Department of National Defence locations in Alberta, Saskatchewan and Manitoba

**ANNEX "B"**  
**BASIS OF PAYMENT**

**Equipment Rental Pricing Schedule**

- Bidders must provide firm prices and rates for items they wish to provide,
- The Offeror must bid on at least 80% of the line items in Annex B – Basis of Payment for each period (there are 24 items listed, the Offeror must bid on at least 19 of the 24 items listed) Bids will be evaluated on the like items only.
- Failure to provide a minimum of 80% pricing will render the offer non-compliant without further consideration being given.
- Estimated Annual Usage is for financial evaluation purposes only
- GST extra if applicable, including all customs duties.

See Annex "C", for the referencing guide.

**1. Year 1 - Issuance of Standing Offer to 30 April 2018**

<u>Item</u>	<u>Category &amp; Sub-category</u>	<u>Reference</u>	<u>Estimated Annual Usage</u>	<u>Setup Charge</u>	<u>Weekly Rate</u>	<u>Monthly Rate</u>
<u>001</u>	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 6,7,8	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>002</u>	Hydraulic Excavators Equipment  Offered by Supplier _____	Group 9,10,11	3 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>003</u>	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 12,13	22 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month

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<u>004</u>	Hydraulic Excavators Equipment  Offered by Supplier  _____	Group 14,15	5 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>005</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 3,4	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>006</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 5,6,7	4 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>007</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 8,9	6 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>008</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 10,11	3 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>009</u>	Loaders – Rubber Tire Equipment  Offered by Supplier:  _____	Group 4,5	10 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month

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<u>010</u>	Loaders – Rubber Tire Equipment  Offered by Supplier:  _____	Group 6,7	20 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>011</u>	Loaders – Skid Steer W/Bucket (smooth, toothed), auger, forks  Equipment Offered by Supplier:  _____	Group 4,5	43 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>012</u>	Loaders – Skid Steer Equipment  Equipment Offered by Supplier:  _____	Group 6,7	8 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>013</u>	Compaction Equipment – Single Drum Smooth (Vibratory)  Equipment Offer by Supplier:  _____	Group 4,5	5 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>014</u>	Compaction Equipment – Single Drum Smooth (Vibratory)  Equipment Offer by Supplier:  _____	Group 4,5	5 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month

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<u>015</u>	Motor Graders Equipment  Offer by Supplier: _____	Group 3,4	15 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>016</u>	Motor Graders Equipment  Offer by Supplier: _____	Group 5,6,7	8 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>017</u>	Tandem Axle Dumptrucks with minimum 10cu/yd capacity  Equipment Offered by Supplier: _____	See Reference Guide	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>018</u>	Tandem Tri-axle bellydump trailer  Equipment Offered by Supplier: _____	See Reference Guide	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>019</u>	Articulated Dump Truck  Equipment Offered by Supplier: _____	Group 3,4	2.5 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>020</u>	Motor Scraper Equipment  Offered by Supplier: _____	Group 2,3	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>021</u>	Tractor – Belted Equipment  Offered by Supplier: _____	Group 5	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month

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022	Loader Backhoe – Equipment  Offered by Supplier” _____	Group 3,4	2.5 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
023	Agricultural Wheeled Tractor (i.e. John Deere 8330).		4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
024	Misc Equipment	N/A	\$80,000.00	_____ % discount off published list price		

### **Delivery & Pickup Pricing Schedule**

Bidders must provide firm rates for ALL delivery and pick-up locations below,

- GST extra if applicable.

The appropriate delivery and pick-up rate will be added to the setup charge to establish the initial price. The delivery and pick up rate must include both loading and unloading charges.

#### **2. Year 1 - Issuance of Standing Offer to 30 April 2018**

<b>Delivery Location</b>	<b>Delivery Terms</b>	<b>Delivery and pick up rate</b>
CFB Suffield	DDP Destination	\$ _____
CFB Cold Lake	DDP Destination	\$ _____
CFB Wainwright	DDP Destination	\$ _____
CFB Winnipeg	DDP Destination	\$ _____
CFB Shilo	DDP Destination	\$ _____
CFB Edmonton	DDP Destination	\$ _____
Dundurn Detachment	DDP Destination	\$ _____
CFB Moose Jaw	DDP Destination	\$ _____
	<b>Subtotal 1.1</b>	\$ _____
Other	FCA Shipping Point	To be determined at Call-up

**3. Option Year 1 – 01 May 2018 to 30 April 2019**

<u>Item</u>	<u>Category &amp; Sub-category</u>	<u>Reference</u>	<u>Estimated Annual Usage</u>	<u>Setup Charge</u>	<u>Weekly Rate</u>	<u>Monthly Rate</u>
001	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 6,7,8	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
002	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 9,10,11	3 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
003	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 12,13	22 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
004	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 14,15	5 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
005	Crawler Tractors Equipment  Offered by supplier: _____	Group 3,4	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month

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<u>006</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 5,6,7	4 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>007</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 8,9	6 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>008</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 10,11	3 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>009</u>	Loaders – Rubber Tire Equipment  Offered by Supplier:  _____	Group 4,5	10 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>010</u>	Loaders – Rubber Tire Equipment  Offered by Supplier:  _____	Group 6,7	20 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>011</u>	Loaders – Skid Steer W/Bucket (smooth, toothed), auger, forks  Equipment Offered by Supplier:  _____	Group 4,5	43 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month

<u>012</u>	Loaders – Skid Steer Equipment  Equipment Offered by Supplier:  _____	Group 6,7	8 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>013</u>	Compaction Equipment – Single Drum Smooth (Vibratory)  Equipment Offer by Supplier:  _____	Group 4,5	5 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>014</u>	Compaction Equipment – Single Drum Smooth (Vibratory)  Equipment Offer by Supplier:  _____	Group 4,5	5 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>015</u>	Motor Graders Equipment  Offer by Supplier:  _____	Group 3,4	15 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>016</u>	Motor Graders Equipment  Offer by Supplier:  _____	Group 5,6,7	8 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>017</u>	Tandem Axle Dumptrucks with minimum 10cu/yd capacity  Equipment Offered by Supplier:  _____	See Reference Guide	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month

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<u>018</u>	Tandem Tri-axle bellydump trailer  Equipment Offered by Supplier: _____	See Reference Guide	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>019</u>	Articulated Dump Truck  Equipment Offered by Supplier: _____	Group 3,4	2.5 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>020</u>	<u>Motor Scraper Equipment</u>  Offered by Supplier: _____	Group 2,3	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>021</u>	<u>Tractor – Belted Equipment</u>  Offered by Supplier:	Group 5	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>022</u>	<u>Loader Backhoe – Equipment</u>  Offered by Supplier” _____	Group 3,4	2.5 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>023</u>	Agricultural Wheeled Tractor (i.e. John Deere 8330).		4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>024</u>	<u>Misc Equipment</u>	N/A	\$80,000.00	_____ % discount off published list price		

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### **Delivery & Pickup Pricing Schedule (Option Year 1)**

**Bidders must provide firm rates for ALL delivery and pick-up locations below,**

- GST extra if applicable.

The appropriate delivery and pick-up rate will be added to the setup charge to establish the initial price. The delivery and pick up rate must include both loading and unloading charges.

#### **4. Option Year 1 – 01 April 2018 to 30 April 2019**

<b>Delivery Location</b>	<b>Delivery Terms</b>	<b>Delivery and pick up rate</b>
CFB Suffield	DDP Destination	\$ _____
CFB Cold Lake	DDP Destination	\$ _____
CFB Wainwright	DDP Destination	\$ _____
CFB Winnipeg	DDP Destination	\$ _____
CFB Shilo	DDP Destination	\$ _____
CFB Edmonton	DDP Destination	\$ _____
Dundurn Detachment	DDP Destination	\$ _____
CFB Moose Jaw	DDP Destination	\$ _____
	<b>Subtotal 1.1</b>	\$ _____
Other	FCA Shipping Point	To be determined at Call-up

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**5. Option Year 2 – 01 May 2019 to 30 April 2020**

<u>Item</u>	<u>Category &amp; Sub-category</u>	<u>Reference</u>	<u>Estimated Annual Usage</u>	<u>Setup Charge</u>	<u>Weekly Rate</u>	<u>Monthly Rate</u>
001	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 6,7,8	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
002	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 9,10,11	3 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
003	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 12,13	22 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
004	Hydraulic Excavators Equipment  Offered by Supplier: _____	Group 14,15	5 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
005	Crawler Tractors Equipment  Offered by supplier: _____	Group 3,4	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month

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<u>006</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 5,6,7	4 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>007</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 8,9	6 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>008</u>	Crawler Tractors Equipment  Offered by supplier:  _____	Group 10,11	3 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>009</u>	Loaders – Rubber Tire Equipment  Offered by Supplier:  _____	Group 4,5	10 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>010</u>	Loaders – Rubber Tire Equipment  Offered by Supplier:  _____	Group 6,7	20 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>011</u>	Loaders – Skid Steer W/Bucket (smooth, toothed), auger, forks  Equipment Offered by Supplier:  _____	Group 4,5	43 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month

<u>012</u>	Loaders – Skid Steer Equipment  Equipment Offered by Supplier:  _____	Group 6,7	8 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>013</u>	Compaction Equipment – Single Drum Smooth (Vibratory)  Equipment Offer by Supplier:  _____	Group 4,5	5 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>014</u>	Compaction Equipment – Single Drum Smooth (Vibratory)  Equipment Offer by Supplier:  _____	Group 4,5	5 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>015</u>	Motor Graders Equipment  Offer by Supplier:  _____	Group 3,4	15 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>016</u>	Motor Graders Equipment  Offer by Supplier:  _____	Group 5,6,7	8 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>017</u>	Tandem Axle Dumptrucks with minimum 10cu/yd capacity  Equipment Offered by Supplier:  _____	See Reference Guide	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month

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<u>018</u>	Tandem Tri-axle bellydump trailer  Equipment Offered by Supplier: _____	See Reference Guide	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>019</u>	Articulated Dump Truck  Equipment Offered by Supplier: _____	Group 3,4	2.5 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>020</u>	<u>Motor Scraper Equipment</u>  Offered by Supplier: _____	Group 2,3	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>021</u>	<u>Tractor – Belted Equipment</u>  Offered by Supplier: _____	Group 5	4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>022</u>	<u>Loader Backhoe – Equipment</u>  Offered by Supplier” _____	Group 3,4	2.5 months	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>023</u>	Agricultural Wheeled Tractor (i.e. John Deere 8330).		4 weeks	\$ _____ /lot	\$ _____ /week	\$ _____ /month
<u>024</u>	<u>Misc Equipment</u>	N/A	\$80,000.00	_____ % discount off published list price		

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### **Delivery & Pickup Pricing Schedule (Option Year 2)**

**Bidders must provide firm rates for ALL delivery and pick-up locations below,**

- GST extra if applicable.

The appropriate delivery and pick-up rate will be added to the setup charge to establish the initial price. The delivery and pick up rate must include both loading and unloading charges.

The Subtotals (1.1, 2.1 and 3.1) are calculated by summing all the delivery and pick up rates for that specific period.

#### **6. Option Year 2 – 01 May 2019 to 30 April 2020**

<b>Delivery Location</b>	<b>Delivery Terms</b>	<b>Delivery and pick up rate</b>
CFB Suffield	DDP Destination	\$ _____
CFB Cold Lake	DDP Destination	\$ _____
CFB Wainwright	DDP Destination	\$ _____
CFB Winnipeg	DDP Destination	\$ _____
CFB Shilo	DDP Destination	\$ _____
CFB Edmonton	DDP Destination	\$ _____
Dundurn Detachment	DDP Destination	\$ _____
CFB Moose Jaw	DDP Destination	\$ _____
	<b>Subtotal 3.1</b>	\$ _____
Other	FCA Shipping Point	To be determined at Call-up

## ANNEX "C" EQUIPMENT REFERENCE GUIDE

### Key Terms

**Item#** - Refers to the corresponding Item number in the Equipment Rental Pricing Schedule, Annex "B" - Basis of Payment.

**ARCHA** - Alberta Roadbuilders & Heavy Construction Association 2016 equipment rental rates guide

**MHCA** - Manitoba Heavy Construction Association 2016 Annual Directory

**SHCA** - Saskatchewan Heavy Construction Association 2016 equipment rental rates guide

**Pg** - Reference to the page number in the applicable guide

Item#	ARCHA	MHCA	SHCA
#001	Group 6,7,8 Pg 124-149	Group 6,7,8 Pg 245-247	Group 6,7,8 Pg 157-160
#002	Group 9, 10,11 Pg 124-150	Group 9, 10 Pg 246-249	Group 9, 10 Pg 157-160
#003	Group 12, 13 Pg 124-150	Group 12, 13 Pg 246-249	Group 12, 13 Pg 157-160
#004	Group 14,15 Pg 124-150	Group 14,15 Pg 248-249	Group 14,15 Pg 157-160
#005	Group 3-4 Pg 97-102	Group 3,4 Pg 237	Group 3,4 Pg 149
#006	Group 5-7 Pg 97-102	Group 5-7 Pg 237	Group 5-7 Pg 149
#007	Group 8,9 Pg 97-102	Group 8,9 Pg 238	Group 8,9 Pg 149
#008	Group 10, 11 Pg 97-102	Group 10,11 Pg 238	Group 10,11 Pg 149
#009	Group 4, 5 Pg 201-207	Group 4, 5 Pg 263	Group 4, 5 Pg 169-171
#010	Group 6, 7 Pg 201-208	Group 6, 7 Pg 264	Group 6, 7 Pg 169-171
#011	Group 4, 5 Pg 217-220	Group 4, 5 Pg 269-270	Group 4, 5 Pg 180-181
#012	Group 6, 7 Pg 217-220	Group 6, 7 Pg 270	Group 6, 7 Pg 180-181
#013	Group 4, 5 Pg 83-85	Group 4, 5 Pg 232	Group 4, 5 Pg 143
#014	Group 4, 5 Pg 83-85	Group 4, 5 Pg 229	Group 4, 5 Pg 143
#015	Group 3, 4 Pg 235-237	Group 3, 4 Pg 278	Group 3, 4 Pg 187
#016	Group 6, 7 Pg 235-237	Group 6, 7 Pg 278	Group 6, 7 Pg 187
#017	Pg 278	Pg 296	Pg 197
#018	Pg 278	Pg 296	Pg 197
#019	Group 3,4 Pg 284-285	Group 3,4 Pg 300	Pg 195
#020	Group 2,3 Pg 243	Group 2,3 Pg 281	Group 2,3 Pg 191
#021	Group 5 Pg 250	Group 5 Pg 259	Group 5 Pg 155
#022	Group 3,4 Pg 187-188	Group 3,4 Pg 271	Group 3,4 Pg 176

**Solicitation No. - N° de l'invitation**  
EW478-171955/A

**Amd. No. - N° de la modif.**

**Buyer ID - Id de l'acheteur**  
stn191

**Client Ref. No. - N° de réf. du client**  
EW478-171955

**File No. - N° du dossier**  
STN-6-39048

**CCC No./N° CCC - FMS No./N° VME**

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**ANNEX "D"**  
**to PART 3 OF THE REQUEST FOR STANDING OFFERS**

**ELECTRONIC PAYMENT INSTRUMENTS**

The Offeror accepts to be paid by any of the following Electronic Payment Instrument(s):

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)

Solicitation No. - N° de l'invitation  
EW478-171955/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur  
stn191

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EW478-171955

File No. - N° du dossier  
STN-6-39048

CCC No./N° CCC - FMS No./N° VME

**ANNEX "E"**  
**STANDING OFFER USAGE REPORT**

Return to: PWGSC  
Acquisitions Branch  
110 – 101 22<sup>nd</sup> Street East  
Saskatoon SK S7K 0E1  
Fax: (306) 975-5397  
Email: [WST-PA-CAL@pwgsc-tpsgc.gc.ca](mailto:WST-PA-CAL@pwgsc-tpsgc.gc.ca)

Quarterly Usage Report Schedule:

1<sup>st</sup> quarter: April 1 to June 30;  
2<sup>nd</sup> quarter: July 1 to September 30;  
3<sup>rd</sup> quarter: October 1 to December 31;  
4<sup>th</sup> quarter: January 1 to March 31.

Supplier: \_\_\_\_\_  
Standing Offer No.: \_\_\_\_\_  
Department or Agency: Department of National Defence  
Reporting Period: \_\_\_\_\_

ITEM NO.	CALL-UP/CONTRACT NO. DESCRIPTION	VALUE OF THE CALL-UP/CONTRACT	GST/HST

(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 this period: [ ]

**PREPARED BY:**

NAME: \_\_\_\_\_  
PHONE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_