



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Travaux publics et Services gouvernementaux
Canada

Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7^{ème} étage

Montréal
Québec

H5A 1L6

FAX pour soumissions: (514) 496-3822

**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

Travaux publics et Services gouvernementaux Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest

7^{ème} étage
Montréal

Québec
H5A 1L6

Title - Sujet Analyse d'eau	
Solicitation No. - N° de l'invitation W0106-17V162/A	Date 2017-01-11
Client Reference No. - N° de référence du client W0106-17-V162	GETS Ref. No. - N° de réf. de SEAG PW-\$MTB-160-14181
File No. - N° de dossier MTB-6-39350 (160)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-02-21	
Time Zone Fuseau horaire Heure Normale du l'Est HNE	
Delivery Required - Livraison exigée .	
Address Enquiries to: - Adresser toutes questions à: Queissy, Guillaume	Buyer Id - Id de l'acheteur mtb160
Telephone No. - N° de téléphone (514)496-3445 ()	FAX No. - N° de FAX (514)496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: MINISTERE DE LA DEFENSE NATIONALE GROUPE DE SOUTIEN-2E DIV. DU CANADA SERV. GÉNIE, SECT. CONTRATS, ÉD. 72 COURCELETTE Québec G0A 4Z0 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

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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 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by Offerors; and
- Part 7 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment, the Electronic Payment Instruments, the insurances requirements, the reports requirements, and any other annexes.

1.2 Summary

1.2.1 Description of the requirement

The Department of Public Works and Government Services Canada (PWGSC), on behalf of the Department of National Defence (DND), is seeking to purchase water sample analysis services for drinking water, raw water, swimming water, wastewater and water treatment plant sludge. The client (DND) will collect the samples and deliver them to the laboratory. The Contractor must provide all the containers necessary for collection, transportation and conservation of the samples.

A standing offer will be issued for a period of 14 months firm and Canada will retain the irrevocable right to extend the standing offer for two additional periods of one year each.

Quantity: Approximately 700 samples analysis per year distributed according to seasonal needs.

Delivery date: As necessary during the validity of the standing offer.

1.2.2 Commercial agreements

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

1.3 Security Requirements

This Standing Offer does not include any requirement for security.

1.4 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.

2.1.1 Improvement of Requirement during Solicitation Period

SACC Manual Clause A9076T (2007-05-25), Improvement of Requirement during Solicitation Period.

2.2 Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure

to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the [Financial Administration Act](#) R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension?

YES () NO ()

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

YES () NO ()

If so, the Offeror must provide the following information:

-
- a. name of former public servant;
 - b. conditions of the lump sum payment incentive;
 - c. date of termination of employment;
 - d. amount of lump sum payment;
 - e. rate of pay on which lump sum payment is based;
 - f. period of lump sum payment including start date, end date and number of weeks;
 - g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 7 calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

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

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (2 hard copies)

Section III: Certifications (2 hard copies)

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 the Annex B, "Basis of Payment"). The total amount of Applicable Taxes must be shown separately.

3.1.1 Electronic Payment of Invoices - Offer

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

If Annex "C" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

SACC Manual Clause [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 offer must meet the mandatory technical criteria specified below. Offerors must provide the necessary documentation to ensure compliance with this requirement.

Offers that do not meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be treated separately.

Criteria no.1: The proximity of the delivery point

The delivery point of the Offeror is the address where the DND representative must deliver the samples and pick up the empty bottles. The delivery point must be located within 40KM from the address specified below. This is to:

- Facilitate and accelerate the delivery of samples;
- Facilitate and accelerate the collection of bottles required for the sampling;
- Ensure good quality samples during delivery;
- Avoid exceeding standards for temperature samples at delivery;
- Avoid the employees of DND to spend too much time on the road;
- Facilitate contact between DND and the laboratory representative;
- Limit emissions;
- Have a quick and direct access in case of urgent needs.

The proximity will be evaluated according to the most current drive offered by the Google Maps web application between the following addresses:

- 628 Rue Dugas, Saint-Gabriel-de-Valcartier, QC G0A
- Delivery address provided by the Offeror.

Criteria no.2: PALA Accreditation (Programme d'accréditation de laboratoires d'analyse environnementale)

Offeror (main laboratory) must hold his lab number. Canada will verify compliance by consulting « la liste officielle des laboratoires accrédités (DR-12-LLA01) par le PALA du gouvernement du Québec ».

Offerors (main laboratory) are responsible for taking the necessary steps to hold this accreditation in time or no later than the closing date of the Request for Standing Offer.

<http://www.ceaeq.gouv.qc.ca/accreditation/PALA/lla01.htm>

Criteria no.3: Price

Offerors must indicate a price for ALL parameters in column "firm unit prices" of Annex B (Basis of Payment) and a percentage for item 23. Canada will verify compliance by consulting the tables in column "firm unit prices" of Annex B (Basis of Payment).

4.1.2 Financial Evaluation

4.1.2.1 Evaluation of Price - Offer

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

4.1.2.2 Total financial value of the evaluated offer

The total cost of the Offeror's offer will be evaluated according to the following calculation:

FV1 (Estimated financial value of the proposal for the period of from April 1st 2017 to January 31st 2018)
+
FV2 (Estimated financial value of the proposal for the period February 1st 2018 to January 31st 2019)
+
FV3 (Estimated financial value of the proposal for the period February 1st 2019 to January 31st 2020)
=
Total financial value of the evaluated offer

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria Only

SACC Manual Clause [M0031T](#) (2007-05-25) Basis of Selection - Mandatory Technical Criteria Only.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

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

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

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

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

5.2.3 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.3.1 List of Proposed Subcontractors

SACC Manual clause [A7035T](#) (2007-05-25) List of Proposed Subcontractors

5.2.3.2 Discretionary Audit - Commercial Goods and/or Services

SACC Manual clause [C0100C](#) (2010-01-11) Discretionary Audit - Commercial Goods and/or Services

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 Security Requirements

This Standing Offer does not include any requirement for security.

6.2 Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex "D".

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

PART 7A - STANDING OFFER

7.1 Offer

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

7.2 Security Requirements

There is no security requirement applicable to the Standing Offer.

7.3 Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<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, 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: from April 1st to June 30th;
- 2nd quarter: from July 1st to September 30th;
- 3rd quarter: from October 1st to December 31st;
- 4th quarter: from January 1st to March 31st.

The data must be submitted to the Standing Offer Authority no later than 15 calendar days after the end of the reporting period.

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7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups and providing services against the Standing Offer is from April 1st 2017 to January 31st 2018 inclusive.

7.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for two additional periods of 1 year, from February 1st 2018 to January 31st 2019 and from February 1st 2019 to January 31st 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 15 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.4.3 Delivery Points

Delivery of the requirement will be made to delivery points specified in Annex "A" of the Standing Offer.

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Guillaume Quessy
Title: Supply Specialist
Public Works and Government Services Canada
Supply and Compensation Directorate, Quebec Region
Address: Place Bonaventure
Portail Sud-Est, 7e étage
800, rue de la Gauchetière Ouest
Montréal, (Québec) H5A 1L6
Telephone: 514-496-3445
Facsimile: 514-496-3822
E-mail address: guillaume.quessy@tpsgc-pwgsc.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:

Name: _____

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Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - _____
Facsimile: ____ - ____ - _____
E-mail address: _____

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

The Project Authority for the Standing Offer is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - _____
Facsimile: ____ - ____ - _____
E-mail address: _____

7.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7.7 Identified Users

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

7.8 Call-up Instrument

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

7.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$15000 (Applicable Taxes included).

7.10 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 3 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

7.11 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2016-04-04), General Conditions - Standing Offers - Goods or Services
- d) Annex A, Statement of Work;
- e) Annex B, Basis of Payment;
- f) Annex C, Electronic Payment Instruments;
- g) Annex D, Insurance Requirements;
- h) Annex E, Reports requirements;
- j) the Offeror's offer dated _____.

7.12 Certifications and Additional Information

7.12.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

7.13 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. (*Insert the name of the province or territory as specified by the Offeror in its offer, if applicable*).

7.14 Estimates

SACC Manual clause M3800T (2006-08-15) Estimates

PART 7B RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

7.1 Statement of Work

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

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

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

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

7.3 Term of Contract

7.3.1 Period of the Contract

The period of the contract is from April 1st 2017 to January 31st 2018 inclusive.

7.3.2 Delivery Date

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

7.4 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

7.5 Payment

7.5.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit 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.

7.5.2 Limitation of Price

SACC Manual clause [C6000C](#) (2011-05-16), Limitation of Price

7.5.3 Payment terms

SACC Manual clause [H1001C](#) (2008-05-12), Multiple Payments.

7.5.4 SACC Manual Clauses

SACC Manual clause [A2000C](#) (2006-06-16), Foreign Nationals (Canadian Contractor);
SACC Manual clause [A2001C](#) (2006-06-16), Foreign Nationals (Foreign Contractor);
SACC Manual clause [A9117C](#) (2007-11-30), T1204 - Direct Request by Customer Department.

7.5.5 Electronic Payment of Invoices – Call-up

The payment methods accepted by the offeror in Schedule "C" will be specified in this section.

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

- a. MasterCard Acquisition Card;
- b. Direct Deposit (Domestic and International);

7.6 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

The Contractor must submit invoices in 2 copies (at least one copy must be original) and includes the following information:

- a) Name, address and phone number;
- b) Serial number and date of the invoice;
- c) List of invoiced analyzes including: name and number of each analysis, samples delivery date, shipping date of the report by fax, quantity, unit price, cost. This information must be consistent with the original reports and contract documents. Make a separate list for each work order number (CT) indicated on the call-up.
- d) GST Amount;
- e) QST Amount;
- f) Total amount of the invoice;
- g) Registration number of GST and QST.

Contractor must present one invoice per call-up (942) and charge at the end of the month. Analyzes required more than once per month will be grouped on monthly call-ups. In the case of billing error, send the credit within 5 working days of the request for correction.

Each invoice must be supported by a copy of the relevant Call-up;

Billing Address:

Basse Militaire Valcartier
Unité des Opérations Immobilières (Québec), détachement Valcartier
Section des Contrats Service du Génie, édifice 72
CP 1000 Succursale Forces
Courcelette, Qc, G0A 4Z0
A/S Inspecteur responsable du dossier

7.7 Insurance Requirements

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

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

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File No. - N° du dossier
MTB-6-39350

Buyer ID - Id de l'acheteur
MTB-160
CCC No./N° CCC - FMS No./N° VME

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

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ANNEX "A" - STATEMENT OF WORK

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ANNEX "B" - BASIS OF PAYMENT

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ANNEX "C" - ELECTRONIC PAYMENT INSTRUMENTS

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

- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);

ANNEX "D" - INSURANCE REQUIREMENTS

1. Commercial General Liability Insurance

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

For the province of Quebec, send to:

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

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

For other provinces and territories, send to:

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

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

2. Errors and Omissions Liability Insurance

2.1 SACC Manual clause [G2002C](#) (2008-05-12), Errors and Omissions Liability Insurance

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ANNEX « E » - Reports requirements

REPORT

Regional Individual Standing Offer (RISO)

W0106-17V162 Title :

Contractor : _____

Reporting Period: From _____ to _____

Month of billing	Quantity of command	Total amount
		\$
		\$
		\$
Total amount :		\$

Signature : _____ Date (YYYY-MM-DD) : _____

PART 1 – GENERAL

1.1 Background

- 1.1.1 The Department of Public Works and Government Services Canada (PWGSC), on behalf of the Department of National Defence (DND), is seeking to purchase water sample analysis services for drinking water, raw water, swimming water, wastewater and water treatment plant sludge.
- 1.1.2 The client (DND) will collect the samples and deliver them to the laboratory.

1.2 Interpretation of documents

- 1.2.1 The term DND Representative (*Project Authority*) means the construction and contracts maintenance officer of the Real Property Operations Unit (Quebec) of Detachment Valcartier of the Department of National Defence (DND) authorized to order and coordinate the call-ups against the standing offer. A list of the authorized DND representatives will be provided at the start-up meeting.

1.3 Description of services required

Analysis service:

- 1.3.1 The Contractor must provide an analysis service on request and produce all the analysis reports and certificates required in accordance with Reports A to X included herein in Annex A1.

Monthly compilation:

- 1.3.2 The Contractor must provide a monthly compilation of the analytical results and information concerning the samples analyzed using a file in Microsoft Excel (.xls) format provided by DND.

Laboratory bottles:

- 1.3.3 The Contractor must provide all the laboratory bottles necessary for sample collection and for the field blanks.
- 1.3.4 The bottles must be labelled and ready to use as well as the coolers necessary for sample transport and conservation, according to the schedule provided by the DND Representative. See example of the schedule included herein in Annex A2.

Delivery point:

- 1.3.5 The delivery point for the samples and for pick-up of the laboratory bottles by the DND Representative must be within a 40-km radius of CFB Valcartier and accessible during working days.

Deliverables:

- 1.3.6 The delivery in electronic form of the analysis results and certificates within the prescribed deadlines as well as a monthly compilation.

1.4 Quality standards

- 1.4.1 In regard to all work performance details not referred to in the Statement of Work, the Contractor must carry out the work using recognized best practices, to the entire satisfaction of the DND Representative and in compliance with the standards and regulations of the Quebec Department of Sustainable Development, Environment and the Fight Against Climate Change (**MDDELCC**) which may be consulted at:
<http://www.mddelcc.gouv.qc.ca>

1.5 Availability

Definitions

- 1.5.1 Working days are from Monday to Friday, including construction holidays, but excluding statutory holidays.
- 1.5.2 Statutory holidays are New Year's Day, Good Friday, Easter Monday, Victoria Day, Saint Jean-Baptiste Day, Canada Day, Labour Day, Thanksgiving, Remembrance Day, Christmas Day and Boxing Day.
- 1.5.3 Regular working hours are from 8:00 a.m. to 4:30 p.m. on working days.

Availability

- 1.5.4 The persons in charge of administering and performing the work must be available by telephone, e-mail or fax during regular working hours to receive orders and answer administrative questions.
- 1.5.5 The Contractor must be available to take delivery of samples from 9:00 am to 4:30 pm Monday to Friday, except on statutory holidays. Except in the event of a drinking water emergency or other unforeseen circumstances, the samples will normally be collected and delivered by DND **every Monday afternoon**.

1.6 Response time

- 1.6.1 For the analyses set out in **Reports "A page 1, A page 2, B, C, D, E, F, H, J, K and L,"** the deadlines for submitting the reports are shown at the bottom of each report.
- 1.6.2 For **Report "X"** analyses, the deadline for submitting the report will be specified on each order. Deadlines will take into account the time required to deliver the sample and perform the analysis, the sample holding time and the urgency of the situation.
- 1.6.3 If the DND Representative wants a confirmation analysis following an emergency advisory or suspects a drinking water hazard, the Contractor must begin analysis immediately upon receipt of the sample and e-mail the report as soon as the analysis has been completed, i.e. after the required incubation time (coliforms or AAHB).
- 1.6.4 The Contractor must deliver the monthly compilation by e-mail as a file in Microsoft Excel (.xls) format within 15 days after completing all the analysis reports and certificates.

1.7 Inspection and control

- 1.7.1 Upon delivery of the samples, the Contractor must fill out, together with the DND Representative, the DELIVERY section of the analysis reports attached to the samples. The SAMPLE section will have been filled out by the individual who collected the samples.
- 1.7.2 The Contractor becomes responsible for the quality of samples from their reception.
- 1.7.3 The Contractor must forward by e-mail to DND, according to a distribution list that will be provided by DND, the analysis reports and certificates in PDF file format and the monthly compilation in a file in Microsoft Excel (.xls) format provided by DND.
- 1.7.4 All correspondence and communication between DND and the Contractor must be in French.

1.8 First start-up meeting

- 1.8.1 A start-up meeting will take place as soon as possible after the standing offer is awarded. The DND Representative will contact the Contractor to set a date and location for the meeting.
- 1.8.2 This start-up meeting constitutes an administrative information meeting to facilitate the successful performance of this standing offer. No document may be modified during this meeting.

PART 2 - PRODUCTS

2.1 Bottles

2.2.1 Laboratory bottles for sampling.

2.2.2 The Contractor must supply labelled, ready-to-use bottles in sufficient numbers for the analyses to be performed. The Contractor must determine the number, type and preparation of the bottles in accordance with the schedule provided by DND, as a function of the parameters to be determined for each analysis and in accordance with the *Guide d'échantillonnage à des fins d'analyses environnementales* [Environmental analysis sampling guide] issued by the Laboratories Branch of the MDDELCC and with the *Modes de prélèvement et de conservation des échantillons* [Sample collection and preservation methods] prescribed by the MDDELCC.

2.2.3 DND will pick up the bottles required for the next week's sample collection during delivery of the samples of the current week, on **each Monday**, unless otherwise indicated by the DND Representative. The Contractor must place the bottles in three (3) coolers identified for each type of water: drinking water, swimming water and wastewater.

2.2.4 The Contractor must group together all the sampling bottles by building number where collected (e.g. VC-028) and by type of water, i.e. drinking water, swimming water and wastewater. For example, the sets of bottles can be placed in plastic bags that will be in the coolers identified for each type of water.

2.2.5 Each bottle must be labelled with the following information:

- .1 whether the bottle is intended for drinking water, raw water, wastewater or a field blank;
- .2 parameters for which the bottle may be used;
- .3 type of preservative added or other treatment;
- .4 sampling location.

Building number: E.g.: VC-504
Sample number: 1 of 1

2.2.6 In accordance with MDDELCC instructions for analyzing volatile organic compounds (**Report "F"**), a field blank must be included with the sample bottles.

PART 3 - PERFORMANCE

3.1 Analysis methods

3.3.1 The Contractor must use the analysis methods prescribed by the MDDELCC.

3.2 Procedure in the event the sample exceeds the criteria prescribed in the quality standards

Drinking water
and
Water from swimming pools and other artificial pools

3.2.1 Follow the procedure prescribed by the MDDELCC and immediately call the following authorities:

3.2.1.1 The treatment plant foreman at (*# will be provided on awarding of the standing offer*)

3.2.1.2 And the technician on duty at (*# will be provided on awarding of the standing offer*),
The Contractor must speak personally with one of these two individuals.

Groundwater

3.2.2 The Contractor must immediately call the following authorities:

3.2.2.1 The treatment plant foreman at (*# will be provided on awarding of the standing offer*)

3.2.2.2 And the technician on duty at (*# will be provided on awarding of the standing offer*)
The contractor must speak personally with one of these two individuals.

3.3 Analysis reports and certificates

3.3.1 The Contractor must perform the analyses and provide the complete analysis results prescribed by the MDDELCC.

3.3.2 Using the MDDELCC's "Système Eau potable" [drinking water system], forward electronically to the MDDELCC all the drinking water (DW) and groundwater (GW) analysis results from CFB Valcartier. The Contractor must forward this information within the timeframes prescribed by the MDDELCC.

3.4 Monthly compilation

3.4.1 The Contractor must transfer the information in the file in Microsoft Excel (.xls) format provided by DND, according to the following instructions:

3.4.4.1 The nomenclature of the files in Microsoft Excel (.xls) format is as follows:

- "Fichier d'import Génie-ISEPP [Month-Year of the analyses]
- E.g. "Fichier d'import Génie-ISEPP Janvier-2016"

3.4.4.2 The import file will consist of two tabs of data: "parameter_sample" and "parameter_result."

3.4.4.3 Refer to the *Explanations* table in the import file for a description of the columns.

3.4.4.4 Where possible, the data should be added to the file by the laboratory that performed the analyses, through a mechanism for transferring the information from their database to the file.

3.4.4.5 The results of the analyses and information regarding the samples from the laboratory's quality assurance/quality control (QA/QC) program must not be entered in the import file.

3.4.4.6 The Contractor must use the nomenclature that appears in the drop-down menus in the import file. The Contractor is required to check with DND before adding any new item to a drop-down menu.

3.4.4.7 Some columns do not have a drop-down menu. In those cases, DND asks that the Contractor follow the data entry format shown in the tables (e.g. format for date and time: yyyy-mm-dd and hh:mm). If no data entry format is specified, DND asks that the Contractor be consistent in the format of its entries for all samples. If applicable, there should be no duplication of the various sequential numbers used by the Contractor (laboratory certificate numbers, sample numbers, chain-of-custody numbers, etc.).

ENVIRONMENTAL LABORATORY

Department of National Defence

Valcartier and Quebec City Region

Microbiological Analysis of Drinking Water and Raw Water

BLDG. #

SAMPLE COLLECTION (section to be completed by DND)

	Water Complete	Water Complete	Water Complete	Water Partial	Water Partial	Water Minimal	Water Minimal
Sampler's name (no initials) :							
Number of bottles :							
Sampled building # :							
Location type: W (well), S (system), E (system extremity)							
Sampling date :							
Sampling time :							
Free chlorine :							
Potential of hydrogen (pH) :							
Facility description and number	Well 4 and Well 7	X2092966					
	CFB Valcartier	X2001755					
	Lac du Père	X2115853					
	Citadel	X2131489					

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	
Date and time, DND :	Date and time, laboratory :
	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Analysis date	Analysis time	Water Complete	Water Complete	Water Complete	Water Partial	Water Partial	Water Minimal	Water Minimal
			Result	Result	Result	Result	Result	Result	Result
Total coliforms									
Atypical bacteria									
Escherichia coli									
AAHB									
Coliphage viruses									

Maximum sample holding time : **48 hours** after sample collection.

Well 4 and Well 7, facility number X2092966, buildings VC-028 and VC-193
"Not subject to monitoring under the RQEP (Regulation respecting the quality of drinking water)."

TURNAROUND TIME :
 Report and certificate delivered by e-mail : **3 working days** after delivery of the sample.

See : **"PROCEDURE IN THE EVENT LEVELS EXCEED STANDARD"**

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	

Reference #
W0106-17V162

**STATEMENT OF WORK
ENVIRONMENTAL LABORATORY**

**REPORT "A"
Page 2**

Department of National Defence

Valcartier and Quebec City Region

Analysis of Swimming Water

BLDG. #

COLLECTION (section to be completed by DND)

	Swimming water	Swimming water	Swimming water	Swimming water
Sampler's name (no initials) :				
Number of bottles :				
Sampled building # :	VC-516	VC-516 Pat.	VC-173	VC-174 Pat.
Pool name :	Indoor swimming pool	Indoor wading pool	Outdoor swimming pool	Outdoor wading pool
Sampling date :				
Sampling time :				
Free chlorine :				
Potential of hydrogen (pH) :				

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Sample holding time	Analysis date	Analysis time	Swimming water	Swimming water	Swimming water	Swimming water
				Result	Result	Result	Result
Fecal coliforms	48 hours						
Fecal streptococci (enterococci)	48 hours						
Staphylococcus aureus	48 hours						
Pseudomonas aeruginosa	48 hours						
Turbidity analysis required: Once a month for the two indoor pools and Twice a month for the two outdoor pools.							
Turbidity	48 hours						

Note : The analyses for the outdoor swimming pool and wading pool are normally required from June to September.

TURNAROUND TIME :

Report and certificate delivered by e-mail :

5 working days after delivery of the sample.

See: **"PROCEDURE IN THE EVENT LEVELS EXCEED STANDARD"**

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	

Reference #
W0106-17V162

**STATEMENT OF WORK
ENVIRONMENTAL LABORATORY**

REPORT "B"

Department of National Defence

Valcartier and Quebec City Region

Microbiological and Chemical Analysis of Wastewater

BLDG. #

COLLECTION (section to be completed by DND)

	Influent minimum	Influent complete	Effluent without fecal	Effluent with fecal	Effluent/Surface/complete
Sampler's name (no initials) :					
Number of bottles :					
Sampled building # :	VC-605	VC-605	VC-601	VC-601	VC-601
Sampling date :					
Sampling time :					
Type : WW (wastewater)	WW	WW	WW	WW	WW

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Sample holding time	Analysis date	Analysis time	Influent minimum	Influent complete	Effluent without fecal	Effluent with fecal	Effluent/Surface/complete
				Result	Result	Result	Result	Result
CARBONACEOUS BOD5	48 hours							
Fecal coliforms	48 hours							
Total Kjeldahl nitrogen	28 days							
COD	28 days							
Nitrates+nitrites	28 days							
Suspended solids (SS)	7 days							
Ammonia nitrogen	28 days							
pH analysis required : Twice a month.								
pH								

TURNAROUND TIME :

Report and certificate delivered by e-mail :

6 working days after delivery of the sample.

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	

Reference #
W0106-17V162

**STATEMENT OF WORK
ENVIRONMENTAL LABORATORY**

REPORT "C"

Department of National Defence

Valcartier and Quebec City Region

Analysis of Inorganic Substances in Water

BLDG. #

COLLECTION (section to be completed by DND)

Sampler's name (no initials) :			Sample type :	
Number of bottles :		Sampling date :		DW (drinking water)
Sampled building # :		Sampling time :		GW (groundwater)
Facility description and number	Well 4 and Well 7	X2092966	Location type :	
	CFB Valcartier	X2001755	W (well)	
	Lac du Père	X2115853	S (system)	
	Citadel	X2131489	E (system extremity)	

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Sample holding time	Analysis date	Analysis time	Result	Precision (±)	Detection limit	Lab #	An.
Antimony	6 months							
Arsenic	6 months							
Barium	6 months							
Boron	6 months							
Cadmium	6 months							
Total chromium	6 months							
Colour	48 hours							
Copper	6 months							
Cyanides	14 days							
Iron	6 months							
Fluorides	28 days							
Manganese	6 months							
Mercury	28 days							
Lead	6 months							
Selenium	28 days							
Uranium	28 days							

Lab #: Laboratory number on the official list of MDELCC-accredited laboratories (<http://www.mdelcc.gouv.qc.ca>)

An.: Analyst

TURNAROUND TIME :
Report and certificate delivered by e-mail : **7 working days** after delivery of the sample.

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	

Reference #
W0106-17V162

**STATEMENT OF WORK
ENVIRONMENTAL LABORATORY**

REPORT "D"

Department of National Defence

Valcartier and Quebec City Region

Analysis of Phenolic Compounds in Water

BLDG. #

COLLECTION (section to be completed by DND)

Sampler's name (no initials) :			Sample type :		
Number of bottles :		Sampling date :		DW (drinking water)	
Sampled building # :		Sampling time :		GW (groundwater)	
Facility description and number	Well 4 and Well 7	X2092966	Location type :		
	CFB Valcartier	X2001755			W (well)
	Lac du Père	X2115853			S (system)
	Citadel	X2131489			E (system extremity)

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Result	Precision (±)	Detection limit	Parameter (cont'd)	Result	Precision (±)	Detection limit
Phenol				Total phenols			
o-Cresol				Eugenol			
m-Cresol				4-Chlorocatechol			
p-Cresol				4,6-Dichloroguaiacol			
2-Chlorophenol				2,3,4-Trichlorophenol			
3-Chlorophenol				3,4,5-Trichlorophenol			
4-Chlorophenol				4,5-Dichloroguaiacol			
2,4-Dimethylphenol				Isoeugenol			
Guaiacol				3,5-Dichlorocatechol			
2,6-Dichlorophenol				2,3,5,6-Tetrachlorophenol			
2,4+2,5-Dichlorophenol				2,3,4,6-Tetrachlorophenol			
2,4-Dichlorophenol				3,4,5-Trichloroveratrol			
3,5-Dichlorophenol				6-Chlorovanillin			
Catechol				2,3,4,5-Tetrachlorophenol			
2,3-Dichlorophenol				4,5-Dichlorocatechol			
2-Nitrophenol				3,4,5-Trichloroguaiacol			
3,4-Dichlorophenol				Tetrachloroveratrol			
4-Chloroguaiacol				4,5,6-Trichloroguaiacol			
2,4,6-Trichlorophenol				5,6-Dichlorovanillin			
4-Nitrophenol				Pentachlorophenol			
2,3,6-Trichlorophenol				3,4,5-Trichlorocatechol			
2,3,5-Trichlorophenol				Tetrachloroguaiacol			
2,4,5-Trichlorophenol				3,4,5-Trichlorosyringol			
4,5-Dichloroveratrol				Tetrachlorocatechol			

The analyses of all the phenolic compounds on this list are required.

Maximum sample holding time :	7 days after sampling.
TURNAROUND TIME : Report and certificate delivered by e-mail :	10 working days after delivery of the sample.

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	
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Reference #
W0106-17V162

**STATEMENT OF WORK
ENVIRONMENTAL LABORATORY**

REPORT "E"

Department of National Defence

Valcartier and Quebec City Region

Chemical Analysis of Drinking water

BLDG. #

COLLECTION (section to be completed by DND)

			Minimal	Minimal	Partial	Partial
Sampler's name (no initials) :						
Number of bottles :						
Sampled building # :						
Location type : S (system), E (system extremity)						
Type : DW (drinking water)			DW	DW	DW	DW
Sampling date :						
Sampling time :						
Free chlorine :						
Potential of hydrogen (pH) :						
Facility description and number	Well 4 and Well 7	X2092966				
	CFB Valcartier	X2001755				
	Lac du Père	X2115853				
	Citadel	X2131489				

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Sample holding time	Analysis date	Analysis time	Minimal	Minimal	Partial	Partial
				Result	Result	Result	Result
Turbidity	48 hours						
Total organic carbon TOC	28 days						
Nitrates + nitrites	28 days						
Nitrites	48 hours						

TURNAROUND TIME :

Report and certificate delivered by e-mail :

3 working days after delivery of the sample.

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	

Reference #
W0106-17V162

**STATEMENT OF WORK
ENVIRONMENTAL LABORATORY**

REPORT "F"

Department of National Defence

Valcartier and Quebec City Region

Analysis of Volatile Organic Compounds in Water

BLDG. #

COLLECTION (section to be completed by DND)

Number of samples :		Sampler's name (no initials) :				
Number of blanks :		Sampled building # :				
Sample type :		Sampling date :		Sampling time :		
DW (drinking water)						
GW (groundwater)						
Facility description and number	Well 4 and Well 7 X2092966		Lac du Père X2115853	Location type :		
	CFB Valcartier X2001755		Citadel X2131489	W (well)		
				S (system)		
				E (system extremity)		

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Number of samples submitted by DND :		Name and signature of laboratory representative :	
Number of field blanks submitted by DND :			
Name and signature of DND representative :		Date and time, laboratory :	
Date and time, DND :		Sample temperature, laboratory :	

ANALYSIS (information for laboratory use, this section not to be completed)

For VOCs, only the MA400 COV 2.0 analyses are required.	
Maximum sample holding time :	7 days after sampling.
TURNAROUND TIME :	7 working days after delivery of the sample.
Report and certificate delivered by e-mail :	

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	

Reference #
W0106-17V162

**STATEMENT OF WORK
ENVIRONMENTAL LABORATORY**

REPORT "H"

Department of National Defence

Valcartier and Quebec City Region

Analysis of Polycyclic Aromatic Hydrocarbons in Water

BLDG. #

COLLECTION (section to be completed by DND)

Sampler's name (no initials) :			Sample type :	
Number of bottles :		Sampling date:		DW (drinking water)
Sampled building # :		Sampling time:		GW (groundwater)
Facility description and number	Well 4 and well 7	X2092966	Location type :	
	CFB Valcartier	X2001755	W (well)	
	Lac du Père	X2115853	S (system)	
	Citadel	X2131489	E (system extremity)	

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Result	Precision (±)	Detection limit	Parameter (cont'd)	Result	Precision (±)	Detection limit
Naphthalene				Benzo(b,j,k)fluoranthene			
Acenaphthylene				7,12-Dimethylbenz(a)anthr			
Acenaphthene				Benzo(e)pyrene			
Fluorene				Benzo(a)pyrene (cert. 120)			
Phenanthrene				3-Methylcholanthrene			
Anthracene				Indeno(1,2,3)pyrene			
Fluoranthene				Dibenzo(a,h)anthracene			
Pyrene				Benzo(g,h,i)perylene			
Benzo(c)phenanthrene				Dibenzo(a,l)pyrene			
Benzo(a)anthracene				Dibenzo(a,i)pyrene			
Chrysene				Dibenzo(a,h)pyrene			

Maximum sample holding time :

7 days after sampling.

TURNAROUND TIME :

Report and certificate delivered by e-mail :

7 working days after delivery of the sample.

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	

Reference #
W0106-17V162

**STATEMENT OF WORK
 ENVIRONMENTAL LABORATORY**

REPORT "J"

Department of National Defence

Valcartier and Quebec City Region

Chemical Analysis of Water Treatment Plant Sludge

BLDG. #

COLLECTION (section to be completed by DND)

Sampler's name (no initials) :
Number of bottles :
Sampled building # :
Sampling date :
Sampling time :
Type : S (Sludge)

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Unit of measurement	Sample holding time	Analysis date	Analysis time	Result	Precision (±)	Detection limit
Arsenic	mg/kg dry weight	28 days					
Mercury	mg/kg dry weight	28 days					
Selenium	mg/kg dry weight	6 months					
Cadmium	mg/kg dry weight	6 months					
Chromium	mg/kg dry weight	6 months					
Cobalt	mg/kg dry weight	6 months					
Copper	mg/kg dry weight	6 months					
Molybdenum	mg/kg dry weight	6 months					
Nickel	mg/kg dry weight	6 months					
Lead	mg/kg dry weight	6 months					
Zinc	mg/kg dry weight	6 months					
Manganese	mg/kg dry weight	6 months					
Boron	mg/kg dry weight	28 days					
Sodium	mg/kg dry weight						
Dry matter	% dry weight	7 days					
Ammonia nitrogen	% dry weight	28 days					
Total Kjeldahl nitrogen	% dry weight	28 days					
Inorganic phosphorus	% dry weight	28 days					
Total phosphorus	% dry weight	28 days					
Organic matter	% dry weight						
Carbon / Nitrogen							
Dioxins and furans	ng TEQ/kg						

Note : The analysis method for "volatile fatty acids" is the U.S. Environmental Protection Agency's EPA8015B.

TURNAROUND TIME : Report and certificate delivered by e-mail :	14 working days after delivery of the sample.
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RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	
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Reference #
W0106-17V162

**STATEMENT OF WORK
ENVIRONMENTAL LABORATORY**

REPORT "K"

Department of National Defence

Valcartier and Quebec City Region

Analysis of Perchlorate, Bromate, Chlorite and Chlorate in Drinking Water

BLDG. #

COLLECTION (section to be completed by DND)

			Partial	Partial	Partial	Complete	Complete	Complete
Sampler's name (no initials) :								
Number of bottles :								
Sampled building # :								
Location type : W (well), S (system), E (system extremity)								
Type : DW (drinking water)			DW	DW	DW	DW	DW	DW
Sampling date :								
Sampling time :								
Free chlorine :								
Facility description and number	Well 4 and Well 7	X2092966						
	CFB Valcartier	X2001755						
	Lac du Père	X2115853						
	Citadel	X2131489						

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter and detection limit	Sample holding time	Analysis date	Analysis time	Partial	Partial	Partial	Complete	Complete	Complete
				Result	Result	Result	Result	Result	Result
Perchlorate (0.05 µg/L)	48 hours								
Bromate (MA.300-Ions 3.1)	48 hours								
Chlorite (SM 4110 B)	48 hours								
Chlorate (SM 4110 B)	48 hours								

Well 4 and Well 7, facility number X2092966, buildings VC-028 and VC-193

“Not subject to monitoring under the RQEP (*Regulation respecting the quality of drinking water*).”

The method that we recommend is EPA Method 331.0 ("DETERMINATION OF PERCHLORATE IN DRINKING WATER BY LIQUID CHROMATOGRAPHY ELECTROSPRAY IONIZATION MASS SPECTROMETRY (LC/ESI/MS)" (http://www.epa.gov/ogwdw/methods/pdfs/methods/met331_0.pdf). The important point for this analysis is to obtain a detection limit of 0.05 µg/L.

TURNAROUND TIME :

Report and certificate delivered by e-mail : **10 working days** after delivery of the sample.

See: **“PROCEDURE IN THE EVENT LEVELS EXCEED STANDARD”**

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	

Reference #
W0106-17V162

**STATEMENT OF WORK
 ENVIRONMENTAL LABORATORY**

REPORT "L"

Department of National Defence

Valcartier and Quebec City Region

Analysis of Acids in Drinking Water

BLDG. #

COLLECTION (section to be completed by DND)

Sampler's name (no initials) :						
Number of bottles :						
Sampled building # :						
Location type : W (well), S (system), E (system extremity)						
Type : DW (drinking water)	DW	DW	DW	DW	DW	DW
Sampling date :						
Sampling time :						
Free chlorine :						
Facility description and number	Well 4 and Well 7	X2092966				
	CFB Valcartier	X2001755				
	Lac du Père	X2115853				
	Citadel	X2131489				

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Sample holding time	Analysis date	Analysis time	Result	Result	Result	Result	Result	Result
Nitritotriacetic acid (NTA)	48 hours								
Haloacetic acid (HAA)	48 hours								

TURNAROUND TIME :

Report and certificate delivered by e-mail :

15 working days after delivery of the sample.

See: **"PROCEDURE IN THE EVENT LEVELS EXCEED STANDARD"**

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	
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Reference #
W0106-17V162

**STATEMENT OF WORK
ENVIRONMENTAL LABORATORY**

REPORT "X"

Department of National Defence

Valcartier and Quebec City Region

Other Analyses

BLDG. #

COLLECTION (section to be completed by DND)

Scientific name of analysis and ACLE reference :		
Sampler's name (no initials) :		
Number of bottles :		
Sampled building # :		
Location type : W (well), S (system), E (system extremity)		
Sample type : DW (drinking water), SW (swimming water), GW (groundwater), SFW (surface water), WW (wastewater), DS (digester sludge), S (soil), M (matter)		
Sampling date :		
Sampling time :		
Free chlorine :		
Potential of hydrogen (pH) :		
Facility description and number	Well 4 and Well 7	X2092966
	CFB Valcartier	X2001755
	Lac du Père	X2115853
	Citadel	X2131489

DELIVERY (section to be completed jointly by DND and laboratory on delivery of sample)

Total number of samples submitted by DND :	Name and signature of laboratory representative :
Name and signature of DND representative :	Date and time, laboratory :
Date and time, DND :	Sample temperature, laboratory :

ANALYSIS (information for laboratory use, this section not to be completed)

Parameter	Sample holding time	Analysis date	Analysis time	Result	Precision (±)	Detection limit	Lab #	An. #

Lab # : Laboratory number on the official list of MDDELCC-accredited laboratories (<http://www.mddelcc.gouv.qc.ca>)
An.: Analyst

TURNAROUND TIME :

Report and certificate delivered by e-mail :

To be specified based on the type of sampling and analysis.

RECEPTION (section to be completed by DND)

Date report and certificate received by e-mail :	

DRINKING WATER			RECREATIONAL POOLS			WASTEWATER		
Report	Location		Report	Location		Report	Location	
Report A - Complete	QC-033		Report A page 2 / turbidity	VC-516		Report B - Effluent (pH)	VC-601	
Report A - Complete	VC-028		Report A page 2 / turbidity	VC-516 pat		Report B - Influent - Complete	VC-605	
Report A - Complete	VC-628							
Report A - Partial	VC-302							
Report A - Minimal	VC-193							
Report D	VC-610							
Report E - Minimal	QC-033							
Report E - Partial	VC-302							
Report F	QC-033							
Report H	VC-610							
Report L	VC-610							
Report P	VC-302							

Week of 2016-04-04

DRINKING WATER		RECREATIONAL POOLS		WASTEWATER	
Report	Location	Report	Location	Report	Location
Report A - Complete	VC-028	Report A page 2 / swimming	VC-516	Report B - Effluent	VC-601
Report A - Complete	VC-080	Report A page 2 / swimming	VC-516 pat		
Report A - Complete	VC-610				
Report A - Partial	VC-188				
Report F	VC-028				
Report F	VC-694				
Report K - Complete	VC-028				
Report K - Complete	VC-628				
Report X, 1,4-dioxane	VC-028				
Report X, 1,4-dioxane	VC-628				

Week of 2016-04-11

BASIS OF PAYMENT
ENVIRONMENTAL LABORATORY

Department of National Defence

Valcartier and Quebec City Region

Period from April 1st 2017 to January 31st 2018		(B) Firm unit prices (Canadian currency)	(C) Estimated annual number of reports	(D) Total cost during the period (B x C)
.1	Complete microbiological analysis of drinking water <i>(see Statement of Work Report "A page 1")</i>	\$ _____ /analysis	250	\$ _____ total
.2	Partial microbiological analysis of drinking water <i>(see Statement of Work Report "A page 1")</i>	\$ _____ /analysis	48	\$ _____ total
.3	Minimal microbiological analysis of drinking water <i>(see Statement of Work Report "A page 1")</i>	\$ _____ /analysis	24	\$ _____ total
.4	Analysis of swimming water without turbidity analysis <i>(see Statement of Work Report "A page 2")</i>	\$ _____ /analysis	110	\$ _____ total
.5	Analysis of swimming water with turbidity analysis <i>(see Statement of Work Report "A page 2")</i>	\$ _____ /analysis	32	\$ _____ total
.6	Minimal analysis of influent wastewater <i>(see Statement of Work Report "B")</i>	\$ _____ /analysis	4	\$ _____ total
.7	Complete analysis of influent wastewater <i>(see Statement of Work Report "B")</i>	\$ _____ /analysis	12	\$ _____ total
.8	Effluent wastewater analysis with fecal and pH analyses <i>(see Statement of Work Report "B")</i>	\$ _____ /analysis	12	\$ _____ total
.9	Effluent wastewater analysis with fecal analysis but without pH analysis <i>(see Statement of Work Report "B")</i>	\$ _____ /analysis	12	\$ _____ total
.10	Effluent wastewater analysis without fecal analysis but with pH analysis <i>(see Statement of Work Report "B")</i>	\$ _____ /analysis	12	\$ _____ total
.11	Effluent wastewater analysis without fecal and pH analyses <i>(see Statement of Work Report "B")</i>	\$ _____ /analysis	12	\$ _____ total
.12	Complete surface effluent wastewater analysis <i>(see Statement of Work Report "B")</i>	\$ _____ /analysis	4	\$ _____ total
.13	Analysis of inorganic substances in water <i>(see Statement of Work Report "C")</i>	\$ _____ /analysis	4	\$ _____ total
.14	Analysis of phenolic compounds in water <i>(see Statement of Work Report "D")</i>	\$ _____ /analysis	4	\$ _____ total
.15	Minimal physicochemical analysis of drinking water <i>(see Statement of Work Report "E")</i>	\$ _____ /analysis	24	\$ _____ total
.16	Partial physicochemical analysis of drinking water <i>(see Statement of Work Report "E")</i>	\$ _____ /analysis	8	\$ _____ total
.17	Analysis of volatile organic compounds in water <i>(includes field blank) (see Statement of Work Report "F")</i>	\$ _____ /analysis	60	\$ _____ total
.18	Analysis of polycyclic aromatic hydrocarbons in water <i>(see Statement of Work Report "H")</i>	\$ _____ /analysis	4	\$ _____ total
.19	Physicochemical analysis of water treatment plant sludge <i>(see Statement of Work Report "J")</i>	\$ _____ /analysis	1	\$ _____ total
.20	Analysis of perchlorate in drinking water <i>(see Statement of Work Report "K")</i>	\$ _____ /analysis	36	\$ _____ total
.21	Analysis of bromate, chlorite and chlorate in drinking water <i>(see Statement of Work Report "K")</i>	\$ _____ /analysis	12	\$ _____ total

BASIS OF PAYMENT
ENVIRONMENTAL LABORATORY

Department of National Defence

Valcartier and Quebec City Region

.22	Analysis of acids in drinking water (see Statement of Work Report "L")	\$ _____ /analysis	4	\$ _____ total
.23	Report "X" (Instructions related to the evaluation number 1)	_____ %	Estimated amount \$20,000	\$ _____ total
FV 1 : Estimated financial value of the proposal:				\$ _____ total
Applicable taxes:				\$ _____ total

Period from February 1st 2018 to January 31st 2019		(B) Firm unit prices (Canadian currency)	(C) Estimated annual number of reports	(D) Total cost during the period (B x C)
.1	Complete microbiological analysis of drinking water (see Statement of Work Report "A page 1")	\$ _____ /analysis	250	\$ _____ total
.2	Partial microbiological analysis of drinking water (see Statement of Work Report "A page 1")	\$ _____ /analysis	48	\$ _____ total
.3	Minimal microbiological analysis of drinking water (see Statement of Work Report "A page 1")	\$ _____ /analysis	24	\$ _____ total
.4	Analysis of swimming water without turbidity analysis (see Statement of Work Report "A page 2")	\$ _____ /analysis	110	\$ _____ total
.5	Analysis of swimming water with turbidity analysis (see Statement of Work Report "A page 2")	\$ _____ /analysis	32	\$ _____ total
.6	Minimal analysis of influent wastewater (see Statement of Work Report "B")	\$ _____ /analysis	4	\$ _____ total
.7	Complete analysis of influent wastewater (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total
.8	Effluent wastewater analysis with fecal and pH analyses (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total
.9	Effluent wastewater analysis with fecal analysis but without pH analysis (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total
.10	Effluent wastewater analysis without fecal analysis but with pH analysis (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total
.11	Effluent wastewater analysis without fecal and pH analyses (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total
.12	Complete surface effluent wastewater analysis (see Statement of Work Report "B")	\$ _____ /analysis	4	\$ _____ total
.13	Analysis of inorganic substances in water (see Statement of Work Report "C")	\$ _____ /analysis	4	\$ _____ total
.14	Analysis of phenolic compounds in water (see Statement of Work Report "D")	\$ _____ /analysis	4	\$ _____ total
.15	Minimal physicochemical analysis of drinking water (see Statement of Work Report "E")	\$ _____ /analysis	24	\$ _____ total

BASIS OF PAYMENT
ENVIRONMENTAL LABORATORY

Department of National Defence

Valcartier and Quebec City Region

.16	Partial physicochemical analysis of drinking water (see Statement of Work Report "E")	\$ _____ /analysis	8	\$ _____ total
.17	Analysis of volatile organic compounds in water (includes field blank) (see Statement of Work Report "F")	\$ _____ /analysis	60	\$ _____ total
.18	Analysis of polycyclic aromatic hydrocarbons in water (see Statement of Work Report "H")	\$ _____ /analysis	4	\$ _____ total
.19	Physicochemical analysis of water treatment plant sludge (see Statement of Work Report "J")	\$ _____ /analysis	1	\$ _____ total
.20	Analysis of perchlorate in drinking water (see Statement of Work Report "K")	\$ _____ /analysis	36	\$ _____ total
.21	Analysis of bromate, chlorite and chlorate in drinking water (see Statement of Work Report "K")	\$ _____ /analysis	12	\$ _____ total
.22	Analysis of acids in drinking water (see Statement of Work Report "L")	\$ _____ /analysis	4	\$ _____ total
.23	Report "X" (Instructions related to the evaluation number 1)	_____ %	Estimated amount \$20,000	\$ _____ total
FV 2 : Estimated financial value of the proposal:				\$ _____ total
Applicable taxes:				\$ _____ total

Period from February 1st 2019 to January 31st 2020		(B) Firm unit prices (Canadian currency)	(C) Estimated annual number of reports	(D) Total cost during the period (B x C)
.1	Complete microbiological analysis of drinking water (see Statement of Work Report "A page 1")	\$ _____ /analysis	250	\$ _____ total
.2	Partial microbiological analysis of drinking water (see Statement of Work Report "A page 1")	\$ _____ /analysis	48	\$ _____ total
.3	Minimal microbiological analysis of drinking water (see Statement of Work Report "A page 1")	\$ _____ /analysis	24	\$ _____ total
.4	Analysis of swimming water without turbidity analysis (see Statement of Work Report "A page 2")	\$ _____ /analysis	110	\$ _____ total
.5	Analysis of swimming water with turbidity analysis (see Statement of Work Report "A page 2")	\$ _____ /analysis	32	\$ _____ total
.6	Minimal analysis of influent wastewater (see Statement of Work Report "B")	\$ _____ /analysis	4	\$ _____ total
.7	Complete analysis of influent wastewater (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total
.8	Effluent wastewater analysis with fecal and pH analyses (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total
.9	Effluent wastewater analysis with fecal analysis but without pH analysis (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total

BASIS OF PAYMENT
ENVIRONMENTAL LABORATORY

Department of National Defence

Valcartier and Quebec City Region

.10	Effluent wastewater analysis without fecal analysis but with pH analysis (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total
.11	Effluent wastewater analysis without fecal and pH analyses (see Statement of Work Report "B")	\$ _____ /analysis	12	\$ _____ total
.12	Complete surface effluent wastewater analysis (see Statement of Work Report "B")	\$ _____ /analysis	4	\$ _____ total
.13	Analysis of inorganic substances in water (see Statement of Work Report "C")	\$ _____ /analysis	4	\$ _____ total
.14	Analysis of phenolic compounds in water (see Statement of Work Report "D")	\$ _____ /analysis	4	\$ _____ total
.15	Minimal physicochemical analysis of drinking water (see Statement of Work Report "E")	\$ _____ /analysis	24	\$ _____ total
.16	Partial physicochemical analysis of drinking water (see Statement of Work Report "E")	\$ _____ /analysis	8	\$ _____ total
.17	Analysis of volatile organic compounds in water (includes field blank) (see Statement of Work Report "F")	\$ _____ /analysis	60	\$ _____ total
.18	Analysis of polycyclic aromatic hydrocarbons in water (see Statement of Work Report "H")	\$ _____ /analysis	4	\$ _____ total
.19	Physicochemical analysis of water treatment plant sludge (see Statement of Work Report "J")	\$ _____ /analysis	1	\$ _____ total
.20	Analysis of perchlorate in drinking water (see Statement of Work Report "K")	\$ _____ /analysis	36	\$ _____ total
.21	Analysis of bromate, chlorite and chlorate in drinking water (see Statement of Work Report "K")	\$ _____ /analysis	12	\$ _____ total
.22	Analysis of acids in drinking water (see Statement of Work Report "L")	\$ _____ /analysis	4	\$ _____ total
.23	Report "X" (Instructions related to the evaluation number 1)	_____ %	Estimated amount \$20,000	\$ _____ total
FV 3 : Estimated financial value of the proposal:				\$ _____ total
Applicable taxes:				\$ _____ total

Notes :

1. The firm unit prices (Canadian currency) include **ALL** costs and expenses necessary to perform the work in accordance with the Statement of Work, including:
 - a. Profit, administrative fees, cost of shipping between the laboratory and the subcontractor, rental or purchase of equipment, insurance premiums, etc.
 - b. The provision of ready-to-use bottles;
 - c. All costs and expenses necessary to produce and transmit the requested reports;

- d. Testing of as many samples as necessary to determine the concentration of the various parameters at the sampling location. The parameters included in each analysis are listed in the analysis sheets in the Statement of Work.

Instructions related to the evaluation

1. Item 23 - Report "X"
 - a. The Offeror must provide a percentage in the column "B - firm unit prices". This percentage represents the portion of the prices, suggested in Section 4.2 in the "*guide de rémunération de l'association des consultants et laboratoires experts (ACLE)*", the offeror proposes to charge to the Department of National Defence for the analyzes requested in report X.
 - b. The "*guide de rémunération de l'ACLE*" can be found at the following address : <http://www.acle.qc.ca/a-propos/guide-de-remuneration/>.
 - c. The Offeror must provide an amount in the column "D - total cost during the period." This cost is based on an annual consumption estimated at \$ 20,000.00.
 - d. Here are two examples to illustrate:
 - i. If the offeror wishes to charge 75% of the price suggested by the ACLE compensation guide:
 1. the percentage in the "B" column will be 75%.
 2. the amount in the "D" column will be \$ 15,000.00 (0.75 x \$ 20,000.00).
 - ii. If the offeror wishes to charge 115% of the price suggested by the ACLE compensation guide:
 1. the percentage in the "B" column will be 115%.
 2. the amount in the "D" column will be \$ 23,000.00 (1.15 x \$ 20,000.00).
2. The estimated annual number of reports and the estimated amount are provided for the sole purpose of bid evaluation and are not binding on DND.