

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**

Room 1650, 635 8th Ave. S.W.

Calgary

Alberta

T2P 3M3

Bid Fax: (403) 292-5786

Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

Vendor/Firm Name and Address**Raison sociale et adresse du fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services Canada/Travaux
publics et Services gouvernementaux Canada
Room 1650, 635 8th Ave. S.W.

Calgary

Alberta

T2P 3M3

Title - Sujet Plant Breeding Line Development	
Solicitation No. - N° de l'invitation 01R11-18S009/A	Date 2017-03-27
Client Reference No. - N° de référence du client 01R11-18S009	GETS Ref. No. - N° de réf. de SEAG PW-\$CAL-141-6572
File No. - N° de dossier CAL-6-39091 (141)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-05-10	Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Major, Andrea	Buyer Id - Id de l'acheteur cal141
Telephone No. - N° de téléphone (403)612-6224 ()	FAX No. - N° de FAX (403)292-5786
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF AGRICULTURE AND AGRI-FOOD 300-2010 12TH AVENUE REGINA Saskatchewan S4P0M3 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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01R11-18S009

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL 6-39091

Buyer ID - Id de l'acheteur
ca1141
CCC No./N° CCC - FMS No./N° VME

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into 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 Statement of Work, the Basis of Payment, the Electronic Payment Instruments, and any other annexes

1.2 Summary

AAFC requires the services of an organization specializing in plant breeding services to generate homozygous seeds lines using DH for Barley and Wheat. The Offeror may bid on the barley or wheat requirement, or both requirements.

The standing offer will be for a period of two years starting from the date of issuance, with three (3) additional one (1) year option periods (**dates TBD**).

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

1.3 Debriefings

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

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](#) (2007-05-25), Firm Price and/or Rates

2.2 Submission of Offers

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

2.3 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 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.

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 Alberta.

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

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

Section I: Technical Offer (1 hard copy)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

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

Section I: Technical Offer

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

Section II: Financial Offer

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

3.1.1 Electronic Payment of Invoices - Offer

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

If Annex "E" 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

- a) Ability to perform the full scope of work described in Annex "A" - Statement of Work.
- b) Ability to meet all mandatory requirements in Annex "C" Minimum Mandatory Criteria.

4.1.2 Financial Evaluation

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

The Offeror may bid on the barley or wheat requirement, or both requirements. It is the intention of the Crown to issue up to two (2) standing offers as a result of this request.

4.1.2.1 Evaluation of Price - Offer

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

4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<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.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

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

6.2 Security Requirements

6.2.1 There is no security requirement applicable to the Standing Offer.

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<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 "F". 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 fifteen (15) 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 for two years from the date of issuance, from **(TBD)** to **(TBD)** inclusive.

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 three (3) additional one (1) year periods, **(dates TBD)** 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 thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

6.4.3 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:

Andrea Major, Procurement Specialist
Public Works and Government Services Canada
Acquisitions Branch, Western Region
Directorate: Western
1650, 635 8th Avenue SW
Calgary, AB T2P 3M3

Telephone: 403-612-6224
Facsimile: 403-292-5786
E-mail address: andrea.major@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.

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File No. - N° du dossier
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cal141
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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

(to be filled in by the Offeror)

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

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

6.6 Proactive Disclosure of Contracts with Former Public Servants

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

6.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Agriculture and Agri-Food Canada (AAFC) locations at:

Swift Current, SK
Brandon, MB

6.8 Call-up Instrument

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

6.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$100,000.00 (Applicable Taxes included).

6.10 Priority of Documents

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

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

6.11 Certifications and Additional Information

6.11.1 Compliance

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

6.12 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_____.

B. RESULTING CONTRACT CLAUSES

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

6.1 Statement of Work

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

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

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

6.3 Term of Contract

6.3.1 Period of the Contract

The Work is to be performed during the period of _____ (*fill in start date of the work*) to _____ (*fill in end date of the work*).

6.4 Proactive Disclosure of Contracts with Former Public Servants

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

6.5 Payment

6.5.1 Basis of Payment

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

6.5.2 Single Payment

SACC *Manual* Clause H1000C (2008-05-12), Single Payment

6.5.3 SACC *Manual* Clauses

A9117C (2007-11-30), T1204 – Direct Request by Customer Department

C2000C (2007-11-30), Taxes - Foreign-based Contractor

C5200C (2008-05-12), Transportation Costs

6.5.4 Electronic Payment of Invoices – Call-up

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

- a. Direct Deposit (Domestic and International);
- b. Electronic Data Interchange (EDI);
- c. Wire Transfer (International Only);

6.6 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.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
 - b. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
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.

6.7 SACC *Manual* Clauses

G1005C (2008-05-12), Insurance – No specific requirement

ANNEX "A"- STATEMENT OF WORK

PLANT BREEDING LINE DEVELOPMENT - BARLEY and WHEAT

BACKGROUND:

Agriculture and Agri-Food Canada's (AAFC) Research & Development Centres in Brandon, Manitoba and Swift Current, Saskatchewan are working on various breeding projects for Barley and Wheat lines. These breeding projects focus on crop improvement and developing crops that can adapt to prairie conditions. AAFC uses the double haploid (DH) method to incorporate specific traits into the germplasm and to speed up the release of new cultivars to the market, provide efficacy and efficiency in screening for resistance, improve precision of genetic and mapping studies and accelerate gene pyramiding.

Although the rationale for breeding line development varies for each research program, the use of plant breeding services would enable AAFC scientists located across Canada to obtain milestones and deliverables more efficiently. AAFC has limited resources to develop DH lines and therefore, requires the services of an outside source. This would enable AAFC to meet the objectives under various projects.

OBJECTIVE:

AAFC requires the services of an organization specializing in plant breeding services to generate homozygous seeds lines using DH for Barley and Wheat. The Offeror may bid on the barley or wheat requirement, or both requirements.

SCOPE OF WORK:

1) BARLEY

From material (seed, plants or tissues) provided by AAFC, the Offeror will be required to grow, maintain and harvest seed from Doubled Haploid lines developed from up to six (6) F₁ crosses as follows :

- a. Record and maintain seed and plant identity with tracking of line or cross numbers from which they were derived;
- b. Generate DH lines of provided barley crosses comprising of a specified number of lines (with at least 15 seeds / line)
- c. TRACKING LINES - The Offeror **must** be able to provide all of the three options listed below. The option that is required will be identified at the time of call-up.

OPTION 1 - NO TRACKING OF THE F₁ PLANTS REQUIRED

As an example: a cross Parent1 x Parent2 with cross number BM1440 will generate F₁ plants from which DHs will be produced. The DHs will be labeled DHBM1440_001 to DHBM1440_200.

OPTION 2 -TRACKING OF F₁ PLANTS IS REQUIRED WITH NO REFLECTION IN THE DH LABELLING

This scenario is needed when molecular marker screening of the donor plant is required. Tracking of the donor plant is essential so that only the plants identified based on molecular screening to carry the gene are used for DH production. However, no further tracking of the donor plant is needed after that.

As an example: a cross Parent1 x Parent2 with cross number BM1440 will generate F₁ plants labelled BM1440_1, BM1440_2, etc. The DH lines will be labeled DHBM1440_001 to DHBM1440_200.

OPTION 3 - TRACKING OF F₁ PLANTS IS REQUIRED WITH REFLECTION IN THE DH LABELLING

This scenario is needed when molecular marker screening of the donor plant is required and the DH population developed is needed for genetic studies. Tracking of the donor plant is essential so that only the plants identified based on molecular screening to carry the gene are used for DH production and further tracking of the donor plant and DHs produced is needed for genetic studies.

As an example: a cross Parent1 x Parent2 with cross number BM1440 will generate F₁ plants labelled BM1440_1, BM1440_2, etc. The DH lines produced should be labeled as DHBM1440_1_001, DHBM1440_1_002 ... DHBM1440_2_001, DHBM1440_2_002...etc.

- d. Provide seed from DH lines for each F₁ cross
- e. DESTROY or RETURN SEED

This can only be determined after the lab starts the work depending on whether or not the seed responds to the treatments:

OPTION 1 - Destroy unused F₁ seed and selfed F₂ seed

OPTION 2 - Return any F₁ seed and selfed F₂ seeds

2) WHEAT

The Offeror will be required to grow, maintain and harvest seed from Doubled Haploid lines developed from the F₁ crosses provided. DH lines will be generated from a single plant of any generation as follows:

- a. Record and maintain seed and plant identity with tracking of line or cross numbers from which they were derived;
- b. Generate DH lines of provided spring wheat crosses comprising of a specified number of lines (with at least 15 seeds / line)
- c. Label lines to identify the cross and the particular F₁ plant from which they derive.

As an example : a cross Parent1 x Parent2 with cross number B1251 will generate F₁ plants labelled B1251&AA, B1251&AB, B1251&AC, etc. with each B1251&AA progeny identified as B1251&AA001, B1251&AA002, B1251&AA003, etc., each B1251&AB progeny identified as B1251&AB001, B1251&AB002, B1251-AB&003, etc.,

- d. Provide seed from DH lines for each F₁ cross.
- e. Return any unused F₁ seed and destroy selfed F₂ seed of each F₁ donor plant(s) used in DH production.

APPROACH & METHODOLOGY:

BARLEY

The Offeror must follow established and published protocol either for a shed or isolated microspore procedure to generate the barley DHs (i.e. Kasha et al 2001; Esteves et al 2014 I and II).

K.J.Kasha, E. Simion, R. Oro, Q.A. Yao, T.C. Hu, and A.R Carlson; An improved in vitro technique for isolated microspore culture of Barley, *Euphytica* 120: 379-385, 2001.

Esteves P, Belzile F. 2014. [Improving the efficiency of isolated microspore culture in six-row spring barley: I-optimization of key physical factors.](#) Plant Cell Rep. 33: 993-1001

Esteves P, Clermont I, Marchand S, Belzile F. 2014. [Improving the efficiency of isolated microspore culture in six-row spring barley: II-exploring novel growth regulators to maximize embryogenesis and reduce albinism.](#) Plant Cell Rep. 33: 871-9

WHEAT

The Offeror must conduct the DH plant production using established and published protocol involving maize pollination, dicamba, embryo rescue, and colchicine induced chromosome doubling (Knox et al 2000).

Knox, R. E., Clarke, J. M. and DePauw, R. M. 2000. Dicamba and growth condition effects on doubled haploid production in durum wheat crossed with maize. Plant Breed. 119:289-298

DELIVERABLES / SCHEDULE:

DESCRIPTION

DUE DATE

DOUBLED HAPLOID PRODUCTION

To be identified at time Call-up

DEPARTMENTAL RESPONSIBILITY & SUPPORT:

AAFC will be responsible to:

- arrange for shipment (and cover all costs) of seed, plants and tissues to the Standing Offer Holder's facility;
- provide vials or plates for tissue collection;
- provide packing / shipping instructions at time of Call up;
- coordinate molecular analysis for trait selection.

OFFEROR'S RESPONSIBILITY:

The Offeror is responsible to:

- Provide Greenhouse and all equipment necessary to perform the work;
- Provide Photographic documentation of successful establishment of F₁ plants for each cross;
- Arrange shipment (and cover all costs) to return seed, plants and tissue to AAFC.

REPORTING & COMMUNICATION:

The Offeror must provide AAFC with monthly written, verbal, photographic and / or video reports of the progress of the project. These reports shall include dates of receipt of seed, dates of planting, dates of protocol step initiation and completion, or crop stage at date of report and may include digital worksheets, images or mpegs transmitted via electronic mail.

ADDITIONAL REQUIREMENTS:

1. The Offeror must grow DH plants under conditions of low air movement to minimize cross-pollination

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2. QUALITY MEASUREMENT:

97% of lines delivered to AAFC must be verifiably doubled haploid. Verification is defined as morphological uniformity of plants within each D1 lines.

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ANNEX "B"- BASIS OF PAYMENT

- Rates quoted must include ALL relative costs associated with providing the service in accordance with the Statement of Work, Annex "A", contained herein and remain firm for the period of the Contract.
- GST is not to be included in the firm unit prices but will be added to any invoice issued against the Contract.
- Estimated usages are for evaluation purposes only and will not form any part of the resulting standing offer; actual usage may vary from amounts shown.
- Offerors must provide a price for each line item to be considered responsive.

BARLEY - PRICING FOR INITIAL STANDING OFFER PERIOD (from date of award for two (2) years)

DH Line > 15 Seeds			
NUMBER OF LINES	ESTIMATED NUMBER OF LINES (A)	UNIT PRICE OFFERED (B)	EXTENDED COST (C)
< 2,000	1,000		
2,001 - 3,000	2,001		
3,001 - 4,000	3,001		
4,001 - 5,000	4,001		
> 5,000	5,001		
			T1

Description	Unit	FLAT Fee
Fee for cross that are non-responsive to treatment	EA	

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WHEAT - PRICING FOR INITIAL STANDING OFFER PERIOD (from date of award for two (2) years)

DH Line > 15 Seeds			
NUMBER OF LINES	ESTIMATED NUMBER OF LINES (A)	UNIT PRICE OFFERED (B)	EXTENDED COST (C)
< 2,000	1,000		
2,001 - 3,000	2,001		
3,001 - 4,000	3,001		
4,001 - 5,000	4,001		
> 5,000	5,001		
			T2

For DH Lines produced that are under 15 seeds, the contractor will deduct \$5.00 per line.

Total Cost for Initial Standing Offer Period (T1 + T2) = _____

BARLEY - PRICING FOR OPTION PERIOD ONE (1)

DH Line > 15 Seeds			
NUMBER OF LINES	ESTIMATED NUMBER OF LINES (A)	UNIT PRICE OFFERED (B)	EXTENDED COST (C)
< 2,000	1,000		
2,001 - 3,000	2,001		
3,001 - 4,000	3,001		
4,001 - 5,000	4,001		
> 5,000	5,001		
			T3

Description	Unit	FLAT Fee
Fee for cross that are non-responsive to treatment	EA	

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WHEAT - PRICING FOR OPTION PERIOD ONE (1)

DH Line > 15 Seeds			
NUMBER OF LINES	ESTIMATED NUMBER OF LINES (A)	UNIT PRICE OFFERED (B)	EXTENDED COST (C)
< 2,000	1,000		
2,001 - 3,000	2,001		
3,001 - 4,000	3,001		
4,001 - 5,000	4,001		
> 5,000	5,001		
			T4

For DH Lines produced that are under 15 seeds, the contractor will deduct \$5.00 per line.

Total Cost for Option Period One (1) (T3 +T4) = _____

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BARLEY - PRICING FOR OPTION PERIOD TWO (2)

DH Line > 15 Seeds			
NUMBER OF LINES	ESTIMATED NUMBER OF LINES (A)	UNIT PRICE OFFERED (B)	EXTENDED COST (C)
< 2,000	1,000		
2,001 - 3,000	2,001		
3,001 - 4,000	3,001		
4,001 - 5,000	4,001		
> 5,000	5,001		
			T5

Description	Unit	FLAT Fee
Fee for cross that are non-responsive to treatment	EA	

WHEAT - PRICING FOR OPTION PERIOD TWO (2)

DH Line > 15 Seeds			
NUMBER OF LINES	ESTIMATED NUMBER OF LINES (A)	UNIT PRICE OFFERED (B)	EXTENDED COST (C)
< 2,000	1,000		
2,001 - 3,000	2,001		
3,001 - 4,000	3,001		
4,001 - 5,000	4,001		
> 5,000	5,001		
			T6

For DH Lines produced that are under 15 seeds, the contractor will deduct \$5.00 per line.

Total Cost for Option Period Two (2) (T5 + T6) = _____

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BARLEY - PRICING FOR OPTION PERIOD THREE (3)

DH Line > 15 Seeds			
NUMBER OF LINES	ESTIMATED NUMBER OF LINES (A)	UNIT PRICE OFFERED (B)	EXTENDED COST (C)
< 2,000	1,000		
2,001 - 3,000	2,001		
3,001 - 4,000	3,001		
4,001 - 5,000	4,001		
> 5,000	5,001		
			T7

Description	Unit	FLAT Fee
Fee for cross that are non-responsive to treatment	EA	

WHEAT - PRICING FOR OPTION PERIOD THREE (3)

DH Line > 15 Seeds			
NUMBER OF LINES	ESTIMATED NUMBER OF LINES (A)	UNIT PRICE OFFERED (B)	EXTENDED COST (C)
< 2,000	1,000		
2,001 - 3,000	2,001		
3,001 - 4,000	3,001		
4,001 - 5,000	4,001		
> 5,000	5,001		
			T8

For DH Lines produced that are under 15 seeds, the contractor will deduct \$5.00 per line.

Total Cost for Option Period 3 (T7 + T8) = _____

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SUMMARY OF TOTAL COSTS:

Total Cost for Initial Standing Offer Period _____

Total Cost for Option Period One (1) + _____

Total Cost for Option Period Two (2) + _____

Total Cost for Option Period Three (3) + _____

TOTAL COST for all periods = _____

ANNEX "C"- MINIMUM MANDATORY CRITERIA

The mandatory requirements are listed below; they must all be met or exceeded in order for a bid to be compliant.

If available, the Offeror should provide a manufacturer's product brochure or specification sheet with their bid and make reference in the outline below as to where the supporting information can be found in the brochure/specification sheet. If a product brochure or specification sheet is not available, the Offeror should provide their own explanation of how the requirement is met.

Should the Offeror not provide supporting information with their bid, it may be requested for clarification. No additional information will be requested or accepted.

Failure to provide the requested supporting information within two (2) business days of request will render the offer **non-responsive** with no further consideration given.

Offerors MUST fill out the column indicating compliance or non-compliance for each requirement.

Failure to complete this column at time of bid submission will result in your proposal being deemed non-responsive.

MINIMUM MANDATORY REQUIREMENTS

M1 EXPERIENCE

A) The Offeror must provide experience in plant breeding services for **Barley** by providing two (2) Projects of DH production for **Barley** lines.

Each Project must be within the past two (2) years and be formatted as follows:

- a. Project Title
- b. Project Objective(s)
- c. Project Description (includes supporting data such as what and why)
- d. Project Start and End Date (mm/yyyy to mm/yyyy)
- e. Evidence of Success in Project Objective(s)

B) The Offeror must provide experience in plant breeding services for **Wheat** by providing two (2) projects of DH production for **Wheat** lines.

Each Project must be within the past two (2) years and be formatted as follows:

- a. Project Title
- b. Project Objective(s)
- c. Project Description (includes supporting data such as what and why)
- d. Project Start and End Date (mm/yyyy to mm/yyyy)
- e. Evidence of Success in Project Objective(s)

M2 PHYTOSANITARY REQUIREMENTS

The Offeror must be able to produce target DH lines to meet Canadian phytosanitary requirements to allow entry and field testing within 1.5 years of receiving F₁ seed.

This must be proven by the Offeror providing written justification as to:

A) Determine with the Canadian Food Inspection Agency (CFIA) the pests or pathogens in their region or country which could prevent the importation and growing of produced DH seed in Canadian field trials within 1.5 years of receiving F₁ seed;

This must be proven by the Offeror providing documentation that a **CFIA Pest Risk Assessment (PRA)** has been completed, if applicable to identify plant pests of quarantine concern to Canada that might be associated with the commodity as produced in the exporting country, evaluate their probability of introduction and spread, and determine the magnitude of the potential consequences of their introduction into Canada.

B) Demonstrate how they will mitigate the risks for entry into Canada to allow immediate field evaluation. Use of seed treatments as a way to mitigate risk of regulated pests or pathogens is not an acceptable strategy.

This must be proven by providing the **Risk Management Measures** that the Offeror and CFIA agreed to in managing the risks of regulated pests or pathogens identified through the PRA, if applicable.

C) Demonstrate how their facility producing the seed meets the requirements to import seed into Canada.

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ANNEX "D" - STANDING OFFER USAGE REPORT

Return to:

Public Works and Government Services Canada – Calgary, Acquisitions Branch

Facsimile: 403-292-5786

Email: WST-PA-CAL@pwgsc-tpsgc.gc.ca

Quarterly Usage Report Schedule:

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.

Reporting Period: _____

Item	Call-up / Contract No. Description	Value of the Call-up / Contract	GST
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____
(A) Total dollar value call-ups for this reporting period (including GST):			\$ _____
(B) Accumulated call-ups total to date (including GST):			\$ _____
(A+B) Total accumulated call-ups:			\$ _____

NIL REPORT: We have not done any business with Canada for this period [].

Prepared by:

Name:

Telephone:

Signature:

Date:

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ANNEX “E” - 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);