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**11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776**

Request For a Standing Offer Demande d'offre à commandes

National Master Standing Offer (NMSO)

Offre à commandes principale et nationale (OCPN)

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

Fuel & Construction Products Division
11 Laurier St./11, rue Laurier
7A2, Place du Portage, Phase III
Gatineau, Québec K1A 0S5

Title - Sujet MARINE FUELS	
Solicitation No. - N° de l'invitation E60HL-170051/B	Date 2017-04-20
Client Reference No. - N° de référence du client E60HL-170051	GETS Ref. No. - N° de réf. de SEAG PW-\$\$HL-601-72826
File No. - N° de dossier hl601.E60HL-170051	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-05-15	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Lemieux, Johanna	Buyer Id - Id de l'acheteur hl601
Telephone No. - N° de téléphone (873)469-3347 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: AS INDICATED AT ANNEX "A"	
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

This Request for a Standing Offer cancels and supercedes, for the requirements indicated, the previous Request for a Standing Offer (RFSO) number E60HL-170051/A dated February 17, 2017, with a closing of April 3, 2017 at 2:00pm EDT. A debriefing or feedback session will be provided upon request to Offerors who bid on the previous solicitation.

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Appendix F -	Federal Contractors Program for Employment Equity - Certification
Appendix G -	Electronic Payment Instruments

PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus appendices, 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 | Financial Requirements: includes specific requirements that must be addressed by Offerors; and |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses: |
| | 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions; |
| | 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer. |

The Appendices include Appendix “A” Main Requirements, Appendix “B” Basis of Payment, Appendix “C” Consumption Report, Appendix “D” DFO Inspection and Supplementary Conditions of Supply, Appendix “E” DND Inspection and Supplementary Conditions of Supply, Appendix “F”, Federal Contractors Program for Employment Equity – Certification and Appendix “G” Electronic Payment Instruments.

1.2 Summary

1.2.1 Requirements

To supply marine fuels to various Federal departments across Canada, as detailed at Appendix "A" attached hereto; as and when requested by the Identified User, during the period of June 1, 2017 up to and including May 31, 2019.

More than one Standing Offer may be issued as a result of this Solicitation.

1.2.2 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).

1.2.3 The Request for Standing Offers (RFSO) is to establish National Master Standing Offers for the delivery of the requirement detailed in the RFSO, to the Identified Users across Canada, **including** areas subject to Comprehensive Land Claims Agreements (CLCAs).

1.2.4 Comprehensive Land Claims Agreements

The following Comprehensive Land Claims Agreements will apply to any resulting call-ups:

- For deliveries to * Norman Wells, NT, the Sahtu Dene and Metis Comprehensive Land Claim Agreement.
- For deliveries to * Inuvik, NT, the Inuvialuit Final Agreement and the Gwich'in Comprehensive Land Claim Agreement.

* where "deliveries to" means "goods delivered to, and services performed in".

Requirements subject to Comprehensive Land Claims are shown at Appendix "G". For convenience purposes, these requirements will be transferred to Appendix "A" during the preparation of any resulting NMSO.

1.2.5 Federal Contractors Program

The Federal Contractors Program (FCP) for employment equity applies to this procurement; see Part 5 – Certifications and Additional Information, Part 7A -Standing Offer, and Part 7B - Resulting Contract Clauses and the appendix titled Federal Contractors Program for Employment Equity - Certification.

1.3 Debriefings

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

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

Delete: sixty (60) days

Insert: Three hundred and sixty five (365) days

2.2 Canadian General Standards Board - Standards

A copy of the CGSB standards referred to herein may be purchased from:

Canadian General Standards Board Sales Centre

Place du Portage III, 6B1

11 Laurier Street

Gatineau, Québec

Telephone: 819-956-0425 or 1-800-665-CGSB (Canada only)

Fax: 819-956-5740

E-mail: ncr.cgsb-ongc@tpsgc-pwgsc.gc.ca

CGSB Website: <http://www.tpsgc-pwgsc.gc.ca/ongc-cgsb/index-eng.html>

2.3 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.

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than **ten (10)** calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

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2.5 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 **Ontario**.

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.

2.6 Environmental Regulations

On June 12, 2008, an Environment Canada regulation governing storage tank systems for petroleum products under federal jurisdiction came into effect (Storage Tank Systems for Petroleum Products and Allied Petroleum Products Regulations (SOR/2008-197). It contains specific requirements for suppliers who deliver petroleum products to those storage tank systems. Compliance with these regulations is mandatory.

Note that since June 12, 2010, suppliers are also prohibited from filling storage tanks that do not have a visible Environment Canada identification number for suppliers to record. This applies to storage tanks over a certain size, refer to the regulation above for details.

For More information on this regulation, please visit the following Environment Canada website:
www.ec.gc.ca/rs-st

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>). 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.

A. Consolidated Requirement and Zones

The requirements shown at Appendix "A" have been arranged by product type and delivery method within zones (geographical areas). Where there is more than one individual requirement for a particular product type with the same delivery method within a zone, the quantity of each individual requirement has been consolidated into one requirement. In such instances, the Offeror must quote a price per litre applicable to the entire consolidated requirement.

An offer contingent on supplying only a portion of a consolidated requirement will result in the offer being declared non-responsive. Any other conditional offers will be declared non-responsive.

B. Equally Acceptable Products

(i) For **Naval Distillate Fuel CGSB 3.11-2017 Type 11 (max. -6°C pour point) Apr 1 - Oct 31, Type 15 (max. -18°C pour point) Nov 1 - March 31** at Appendix "A", for **Zones ON001 and ON951 ONLY**:

Offerors have the option of submitting an offer on either of the following fuel types:

Option 1: Naval Distillate Fuel CGSB 3.11-2017 Type 11 (max. -6°C pour point) Apr 1 - Oct 31, Type 15 (max. -18°C pour point) Nov 1 - March 31

Option 2: Marine Diesel - ISO.8217:2012, DMA

There will be no preference given to any of the two options, both are equally acceptable.

The Offeror will insert which product will be supplied and the per unit price in Appendix “A”.

C. Alternate Products

(i) In lieu of the requested “**Naval Distillate Fuel CGSB 3.11-2017 Type 11 (max. -6°C pour point) Apr 1 - Oct 31, Type 15 (max. -18°C pour point) Nov 1 - March 31**” in **Zone PQ541** as stated in Appendix “A”, the Offeror may offer the following alternate product:

Marine Diesel - ISO.8217:2012, DMA

This alternate product will only be considered if no offer is received for the requested product.

The Offeror should insert the alternate product to be supplied and the per unit price in Appendix “A”, wherever applicable.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with and Appendix “B”, Basis of Payment. The total amount of applicable taxes must be shown separately.

Offerors must submit an individual unit price for each consolidated requirement (product type with the same delivery method, within a zone (geographical area) they wish to compete for. Offers are to be based on the corresponding “A” week value identified below.

A. Unit price

For all consolidated requirements, the firm unit prices quoted must be in Canadian dollars per litre of fuel and must not exceed four decimal places.

B. Unit Price Adjustments

Firm unit prices per litre shown at Appendix "A" will be subject to weekly upward or downward adjustments as detailed at Appendix “B”, Basis of Payment.

I. Adjusted Price Effective Day:

After the initial price change, which comes into effect on June 1, 2017, all subsequent price adjustments will come into effect at 12:01 AM on the day selected by the Offeror below.

The Offeror must select the day of the week on which their weekly price change comes into effect.

OBG Published Weekly	12:01AM Sat.	12:01AM Sun.	12:01AM Mon.	12:01AM Tues.	12:01AM Wed.	12:01AM Thu.
	_____	_____	_____	_____	_____	_____

In the event that the Offeror fails to select a day in the appropriate space provided above, the Offeror will be requested to provide the information to the Standing Offer Authority within 5 days of the request. Otherwise, the day of the week selected will be Saturday.

C. Reference Marker Price

FOR ALL CONSOLIDATED REQUIREMENTS

In their offer, the Offeror must quote their unit price per litre using the following Reference Marker price for **February 10, 2017**, expressed in Canadian dollars per litre:

“A” date values, "Oil Buyer's Guide" (OBG):

DESIGNATED CENTRE: Vancouver, British Columbia

PRODUCT	VALUE
ULS Diesel	\$0.6530

DESIGNATED CENTRE: Edmonton, Alberta

PRODUCT	VALUE
ULS Diesel	\$0.6640
ULS Diesel No. 1	\$0.6890

DESIGNATED CENTRE: Toronto, Ontario

PRODUCT	VALUE
ULS Diesel	\$0.7023

DESIGNATED CENTRE: Montreal, Quebec

PRODUCT	VALUE
ULS Diesel	\$0.6837

D. Delivery Charges/Cartage Fees

All applicable delivery charges must be included in the firm unit prices.

(i) Additional Delivery Charge/Cartage Fees

The Offeror may quote additional delivery charges/cartage fees which are excluded from the firm unit prices.

An offer which includes additional delivery charges/cartage fees which are excluded from the firm unit prices will only be considered if no offer is received for the requested product which includes all applicable delivery charges in the firm unit price.

In their offer, the Offeror must indicate the applicable additional delivery charges/cartage fees which are excluded from the offered firm unit price as well as the zone(s) in which the additional charges apply.

3.1.1 Electronic Payment of Invoices – Offer

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Appendix “G” Electronic Payment Instruments, to identify which ones are accepted.

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If Appendix “G” 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

The requirement does not provide for exchange rate fluctuation protection. Any request for exchange rate fluctuation protection will not be considered and will render the offer non-responsive.

Section III: Certifications

Offerors must submit the certifications 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

Offers must contain all the technical information requested in the Request for Standing Offer to enable a full and complete evaluation.

4.1.1.1 Mandatory Technical Criteria

The following **mandatory** factors will be taken into consideration in the evaluation of each offer:

- a) Offerors who are submitting an offer for a consolidated requirement must agree to supply all delivery addresses under the consolidated requirement; and
- b) When alternate products are being offered, the Offeror must clearly indicate the alternate product offered for each applicable consolidated requirement at Appendix “A”.

Offers not meeting these mandatory technical criteria will be declared non-responsive.

4.1.1.2 Alternate Product Evaluation

(i) If no offer is received for the requested “**Naval Distillate Fuel CGSB 3.11-2017 Type 11 (max. -6°C pour point) Apr 1 - Oct 31, Type 15 (max. -18°C pour point) Nov 1 - March 31**” in **Zone PQ541** as stated in Appendix “A”, then Canada, at its sole discretion, may consider, but is not bound to accept, offers for the following alternate product:

Marine Diesel - ISO.8217:2012, DMA

4.1.2 Financial Evaluation

The price offered will be evaluated in Canadian dollars, Canadian customs duties included, Incoterms 2000 “DDP Delivered Duty Paid. Applicable taxes excluded.

4.1.2.1 Mandatory Financial Criteria

- (a) Compliance with the Basis of Payment as per Appendix “B”.

Offers not meeting this mandatory financial criterion will be declared non-responsive.

4.1.2.2 Evaluated Price

4.1.2.2.1 For Zones Including Additional Delivery Charge/Cartage Fees Only

The evaluated price for each consolidated requirement will be determined by the unit price for fuel multiplied by the estimated quantity, plus, if applicable, the total of any delivery charge/cartage fee per hour, multiplied by an estimated 5 deliveries as it is assumed that these charges will only apply in specific circumstances. As required, the evaluated price will be rounded to the nearest whole number (examples: 2.49 and lower will be rounded to 2, and 2.50 and higher will be rounded to 3).

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4.2 Basis of Selection

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

More than one Standing Offer may be issued as a result of this solicitation. Each consolidated requirement will be issued to one supplier 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>), 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>), 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 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.

Canada will also have the right to terminate the Call-up for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the “FCP Limited Eligibility to Bid” list during the period of the Contract.

The Offeror must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, before the issuance of a Standing Offer. If the Offeror is a Joint Venture, the Offeror must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

5.2.3 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.3.1 General Environmental Criteria Certification

The Offeror must select and complete one of the following two certification statements.

- A) The Offeror certifies that the Offeror is registered or meets ISO 14001.

Offeror's Authorized Representative Signature

Date

or

- B) The Offeror certifies that the Offeror meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

The Offeror must indicate which four (4) criteria, as a minimum, are met.

Green Practices within the Offeror's organization	Insert a checkmark for each criterion that is met
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	

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A minimum of 50% of office equipment has an energy efficient certification.	
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Offeror’s Authorized Representative Signature

Date

5.2.3.2 Certificate of Conformance

The Offeror certifies herein that the products offered conform and will continue to conform to the specifications in Appendix “A” during the period of the Standing Offer.

Signature

Date

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PART 6 – FINANCIAL REQUIREMENTS

6.1 Financial Capability

SACC Manual clause M9033T (2011-05-16) Financial Capability

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

The Offeror offers to fulfill the requirement in accordance with the Requirements at Appendix “A”.

The product delivered by the Offeror must be in accordance with the product description, and instructions where applicable, shown at Appendix "A" for each requirement.

7.1.1 Consolidation of Standing Offers for Administrative Purposes

In order to simplify the administration of Standing Offers, the Standing Offer Authority may, from time to time, consolidate multiple Standing Offers issued to the Offeror into one Standing Offer.

7.1.2 Delivery Into Storage - Required Fill Nozzle

The Offeror is responsible to use the correct nozzle to deliver the fuel. Several requirements listed in Appendix "A" require the use of Cam lock or Special type fill nozzles of various sizes. The Offeror must review the information provided in Appendix "A" under Instructions, to ensure that it has the required nozzles to supply the fuel.

It is suggested that the Offeror confirms with the Identified User, prior to the supply period, that the nozzles specified at Appendix “A” are still the required ones.

7.1.3 Product Standard

The product delivered by the Contractor must conform to the latest issue of the applicable Canadian General Standards Board (CGSB) Standard or ASTM standard, as indicated in the product description related to each requirement, shown at Appendix "A".

7.2 Security Requirement

There is no security requirement applicable to this 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>) 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.

The text under section 6 - Withdrawal - of 2005 referenced above is amended as follows:

Delete: thirty (30) days

Insert: sixty (60) days

7.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Appendix "C". 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 and 5th quarter: April 1 to June 30;
2nd and 6th quarter: July 1 to September 30;
3rd and 7th quarter: October 1 to December 31;
4th and 8th 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.

7.4. Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from June 1, 2017 up to and including May 31, 2019.

7.4.2 Comprehensive Land Claims Agreements (CLCAs)

The Standing Offer (SO) is for the delivery of the requirement detailed in the SO to the Identified Users across Canada, including areas subject to Comprehensive Land Claims Agreements (CLCAs).

7.5 Authorities

The Standing Offer Authority is:

Name: Johanna Lemieux
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Logistics, Electrical, Fuel and Transportation Directorate
Address: 7A2, Portage III
11 Laurier Street
Gatineau, Quebec K1A 0S5

Telephone: 873-469-3347
Facsimile: 819-956-5227
E-mail address: johanna.lemieux@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.

7.6 Offeror's Representative

Name: _____

Telephone No: _____

Facsimile No: _____

E-mail address: _____

7.7 Identified Users

The Identified Users authorized to make call-ups against the Standing Offer are those departments specified at Appendix "A".

The Standing Offer will be open for use by any government department, agency or Crown corporation listed in Schedules I, I.1, II, III, of the *Financial Administration Act*, R.S., 1985, c. F-11 upon request to the Standing Offer Authority.

7.8 Call-up Procedures

The call-up will be issued by the Identified User to the qualified Standing Offer holder of each consolidated requirement identified at Appendix "A".

7.9 Call-up Instrument

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

7.10 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$10,000,000.00 (Applicable Taxes included).

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 appendices;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2016-04-04), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity)
- e) Appendix A, Requirement;
- f) Appendix B, Basis of Payment;
- g) Appendix D, DFO Inspection and Supplementary Conditions of Supply;
- h) Appendix E, DND Inspection and Supplementary Conditions of Supply;
- i) Appendix C, Consumption Report; and
- j) the Offeror's offer dated _____ (insert date of offer), (if the offer was clarified or amended, insert at the time of issuance of the offer "as clarified on _____" **or** "as amended on _____" and insert date(s) of clarification(s) or amendment(s) if applicable).

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.

7.12.2 Federal Contractors Program for Employment Equity - Setting aside

The Offeror understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Offeror and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Standing Offer. If the AIEE becomes invalid, the name of the Offeror will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC may result in the setting aside of the Standing Offer.

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).*

B. RESULTING CONTRACT CLAUSES

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

7.1 Requirement

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

7.1.1 Delivery Verification

Deliveries will be verified by printed metered slips or standard commercial delivery slips as applicable.

7.1.2 Volume Corrected To 15°C

When marine fuels are delivered in bulk, the quantity/volume of fuel used for invoicing purposes must be adjusted to 15°C in accordance with ASTM D1250 "Petroleum Measurement Tables: Table 54B" (latest edition).

7.1.3 Inspection and Supplementary Conditions of Supply

The goods provided must be subject to inspection and acceptance by the Identified User representative at destination, unless otherwise indicated in the Call-Up Instrument.

The "Inspection and Supplementary Conditions of Supply" at Appendix "D" apply to Department of Fisheries and Oceans requirements as stated therein.

The "Inspection and Supplementary Conditions of Supply" at Appendix "E" apply to Department of National Defence requirements as stated therein.

Note: Whenever a Requirement Number is referenced in the "Inspection and the Supplementary Conditions of Supply" the corresponding Zone Number has been included.

7.1.4 Acceptance

The work provided shall be subject to acceptance by the Identified User representative at destination, unless otherwise indicated in the Call-Up Instrument.

7.1.5 Certified Batch Analysis (CBA)

Upon request and at time of call-up, a copy of the certified batch analysis must be provided to the Identified User Representative at the delivery point.

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

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

Section 15 & 16, Payment Period & Interest on Overdue Accounts of 2010A will not apply to payments made by credit cards. *(If no credit card is accepted, this paragraph will be deleted).*

7.2.2 SACC Manual Clauses

SPECIFIC CLAUSES INCORPORATED BY REFERENCE

SACC Reference	Section	Date
B1505C	Shipment of Hazardous Materials	2006-06-16
D3010C	Dangerous Goods/Hazardous Products (for DND only)	2014-06-26
D3015C	Dangerous Goods/Hazardous Products	2014-09-25
A9006C	Defence Contract (for DND only)	2012-07-16
D5545C	ISO 9001:2008 -Quality Management Systems - Requirements (QAC C) (For DND only)	2010-08-16

7.3 Term of Contract

7.3.1 Delivery Date

Delivery must be made within 24 hours from receipt of a call-up against the Standing Offer unless:

- (i) identified at Appendix "D" or "E"; or
- (ii) otherwise agreed upon by the Contractor and the Identified User Representative.

7.4 Payment

7.4.1 Basis of Payment

Refer to Appendix "B" for details on Basis of Payment.

7.4.2 SACC Manual Clauses

SPECIFIC CLAUSES INCORPORATED BY REFERENCE

SACC Reference	Section	Date
H1001C	Multiple Payments	2008-05-12

7.4.3 Electronic Payment of Invoices – Call-up

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

7.4.4 Payment in Advance of Due Date

Payment may be made in advance of the due date where the Contractor's invoice offers a discount for early payment and the discount at least offsets the cost to Canada of paying early.

7.5 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions.

In addition, all invoices must contain the following information:

- a) Standing Offer Serial Number;
- b) Identified User and call-up document number;
- c) Delivery Destination (including building numbers where applicable);
- d) Product Identification, quantity and price per litre;
- e) Taxes and/or levies, if applicable, and shown as a separate item. Should the Contractor include any applicable taxes and/or levies in the unit price, the amount of each must be indicated on the invoice;
- f) Name of the vessel if applicable;
- g) The address where payment is to be sent.

The original and two (2) copies of each invoice must be made out to the Identified User Representative and forwarded to the invoicing address as set out at Appendix "A".

Invoices will be supported by the original and one (1) copy of the delivery slip duly signed by the Identified User Representative. It is the responsibility of the Contractor to ensure that all information is legible on the delivery slip. Should the above information be incomplete, the invoice will not be paid until such time that the Contractor provides the required details.

7.6 Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under any resulting Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under any resulting Contract.

7.7 Shipping Instructions - DDP

Goods must be consigned and delivered to the destination specified in the Call-up: Incoterms 2000 DDP "Delivered Duty Paid". The delivery will include unloading.

7.8 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the

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E60HL-170051/B

Amd No. - N° de la modif.

Buyer ID – Id de l'acheteur
hl601

Client Ref. No. – N° de réf. Du client
E60HL-170051

File No - N° de dossier
hl601E60HL-170051

name of the Contractor will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

File Number/ N° du dossier: E60HL-7-0051-40-B		Product	Produit	Delivery Method/ Mode de livraison	Delivery Address/ Adresse de livraison	End Use/ Utilisation	Storage Capacity/ Capacité du réservoir	Estimated Quantity/ Qté prévue
Zone: ON001		Naval Distillate Fuel CGSB-3.11-2017 Type 11 (max. -6°C pour point) Apr 1 - Oct 31, Type 15 (max. -18°C pour point) Nov 1 - March 31	Mazout léger marine CGSB-3.11-2017 Type 11 (point d'écoulement max. -6°C) 1 avr - 31 oct, Type 15 (point d'écoulement max. -18°C) 1 nov - 31 mars	Tank Wagon (TW)/ Camion Citerne (CC)	Fisheries & Oceans End of Harbour Road Cornwall, ON	Marine/ Marine		300,000 L
		Instructions: See attached F&O Inspection and Supplementary Conditions of Supply. Minimum call-up 7,000L. Delivery into vessel./ Voir ci-jointe l'inspection et les conditions supplémentaires d'approvisionnement du P&O. Commande minimum de 7,000 litres. Livraison au navire.						
		Total Quantity/ Quantité totale		Unit Price/ Prix unitaire				
Zone: ON001		REQUIREMENT NUMBER: 93 / TW : N° DE BESOIN		300,000 L		\$		
Zone: ON951		Diesel Fuel Type B except minimum flash point must be 43°C CAN/CGSB-3.517-2015	Carburant Diesel Type B sauf point d'éclair doit être minimum 43°C CAN/CGSB-3.517-2013	Tank Wagon (TW)/ Camion Citerne (CC)	Fisheries & Oceans Thunder Bay Coast Guard Base 100 Main St Thunder Bay, ON P7B 6R9	Marine/ Marine	1 X	5,000 L
		Instructions: See attached F&O Inspection and Supplementary Conditions of Supply. Delivery into storage tank or into vessels./ Voir ci-jointe l'inspection et les conditions supplémentaires d'approvisionnement du P&O. Livraison au réservoir ou au navire.						
		Total Quantity/ Quantité totale		Unit Price/ Prix unitaire				
Zone: ON951		REQUIREMENT NUMBER: 9 / TW : N° DE BESOIN		20,000 L		\$		

File Number/ N° du dossier: E60HL-7-0051-40-B		Product	Produit	Delivery Method/ Mode de livraison	Delivery Address/ Adresse de livraison	End Use/ Utilisation	Storage Capacity/ Capacité du réservoir	Estimated Quantity/ Qté prévue
Zone: ON951		Naval Distillate Fuel CGSB-3.11-2017 Type 11 (max. -6°C pour point) Apr 1 - Oct 31, Type 15 (max. -18°C pour point) Nov 1 - March 31	Mazout léger marine CGSB-3.11-2017 Type 11 (point d'écoulement max. -6°C) 1 avr - 31 oct, Type 15 (point d'écoulement max. -18°C) 1 nov - 31 mars	Tank Wagon (TW)/ Camion Citerne (CC)	Fisheries & Oceans Thunder Bay Coast Guard Base 100 Main St Thunder Bay, ON P7B 6R9 Instructions: See attached F&O Inspection and Supplementary Conditions of Supply. Minimum call-up 44,000L. Delivery into vessel/ Voir ci-jointe l'inspection et les conditions supplémentaires d'approvisionnement du P&O. Commande minimum de 44,000 litres. Livraison au navire.	Marine/ Marine	300,000 L	
Zone: BC381		Diesel Fuel Containing Low Levels of Biodiesel (B1-B5), Type B CAN/CGSB-3.520-2015 except minimum flash point of 60°C OR Diesel Fuel, Type B CAN/CGSB-3.517-2015 except minimum flash point of 60°C AS PER SUPPLIER	Carburant diesel contenant de faibles quantités de biodiesel (B1-B5), Type B CAN/ONGC 3.520-2015 sauf point d'éclair min. 60°C OU Carburant Diesel, Type B CAN/CGSB-3.517-2015 sauf point d'éclair min. 60°C SELON LE FOURNISSEUR	Into Vessel/ Livré Au Navire	DND into Canadian Forces Vessels Campbell River, BC Instructions: Delivery at Marine dock. See attached DND Inspection and Supplementary Conditions of Supply. For ships under 50 metres./ Livraison au quai Marine. Voir ci-jointe l'inspection et les conditions supplémentaires d'approvisionnements du MDN. Pour les navires de moins de 50 mètres.	Marine/ Marine	2,000 L	
				ZONE ON951	REQUIREMENT NUMBER:	93 / TW	: N° DE BESOIN	
				Total Quantity/ Quantité totale			300,000 L	\$
				Unit Price/ Prix unitaire				

File Number/ N° du dossier: E60HL-7-0051-40-B		Product	Produit	Delivery Method/ Mode de livraison	Delivery Address/ Adresse de livraison	End Use/ Utilisation	Storage Capacity/ Capacité du réservoir	Estimated Quantity/ Qté prévue	Total Quantity/ Quantité totale	Unit Price/ Prix unitaire
Zone: NT081		Diesel Fuel Type A, CAN/CGSB-3.517-2015, low-temperature operability cloud point -43°C	Carburant Diesel Type A, CAN/CGSB-3.517-2015, rendement à basse température point de trouble -43°C	Into Vessel/ Livré Au Navire	Canadian Coast Guard Dock Norman Wells, NT Instructions: See attached F&O Inspection and Supplementary Conditions of Supply./ Voir ci-jointe l'inspection et les conditions supplémentaires d'approvisionnement du P&O.	Marine/ Marine		200,000 L	200,000 L	\$
Zone: NT081				ZONE BC381	REQUIREMENT NUMBER: 104 / IV	: N° DE BESOIN		77,000 L	\$	
Zone: NT101		Diesel Fuel Type A, CAN/CGSB-3.517-2015, low-temperature operability cloud point -43°C	Carburant Diesel Type A, CAN/CGSB-3.517-2015, rendement à basse température point de trouble -43°C	Into Vessel/ Livré Au Navire	Canadian Coast Guard Dock Inuvik, NT Instructions: See attached F&O Inspection and Supplementary Conditions of Supply./ Voir ci-jointe l'inspection et les conditions supplémentaires d'approvisionnement du P&O.	Marine/ Marine		200,000 L	200,000 L	\$
Zone: NT101				ZONE NT101	REQUIREMENT NUMBER: 108 / IV	: N° DE BESOIN		200,000 L	\$	



Appendix B

Basis of Payment

File No. E60HL-7-0051-40-B

1. BASIS OF PAYMENT

1.1 In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price per litre for each requirement as specified in Appendix "A". 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 Standing Offer Authority before their incorporation into the Work.

1.2 Firm unit prices per litre as shown at Appendix "A" are subject to weekly adjustment using the "Oil Buyers' Guide" (OBG) Canadian Unbranded Rack Prices, as detailed at the clause entitled "Basis for Unit Price Adjustments for all requirements" below.

1.3 Delivery Charges/Cartage Fee

All applicable delivery charges must be included in the firm unit prices.

1.4 Invoicing

For invoicing purposes, the firm unit prices per litre in Appendix "A" effective on the date of delivery will apply.

1.5 The firm unit prices per litre shown at Appendix "A" *exclude* all taxes or levies that may be or are imposed on the sale of the product pursuant to any federal or provincial statute or regulation or territorial ordinance. However, where the Contractor is required by federal or provincial statute or regulation or territorial ordinance to collect from Canada, taxes or levies, as a result of the sale of the product to Canada, except as otherwise provided in the Standing Offer, Canada will pay to the Contractor an amount equal to such tax or levy where applicable and substantiated by invoice.

2. UNIT PRICE ADJUSTMENTS

2.1 BASIS FOR UNIT PRICE ADJUSTMENTS FOR ALL REQUIREMENTS

Unit prices, as shown at Appendix "A", will be subject to weekly upward or downward adjustment using the Reference Marker price contained in the Weekly Pricing and Data Supplement as published in the "Oil Buyers' Guide" (OBG), Average Canadian Unbranded Rack Price.

2.1.1 For the requirements in the Northwest Territories, the Reference Marker price used is **ULS Diesel No. 1**.

For all other requirements, the Reference Marker price used is **ULS Diesel**.

2.1.2 Designated Centre - This is the city from which the Reference Marker Prices will be selected.

a) For product requirements located in Quebec, New Brunswick, Prince Edward Island, Nova Scotia and Newfoundland and Labrador, the Designated Centre is: **Montreal**.

b) For product requirements located in Ontario, the Designated Centre is: **Toronto**.

c) For product requirements located in Northwest Territories, Manitoba and Prince Rupert, British Columbia (Zone BC511), the Designated Centre is: **Edmonton**.



Appendix B

Basis of Payment

File No. E60HL-7-0051-40-B

d) For product requirements located in British Columbia, except Prince Rupert, British Columbia (Zone BC511), the Designated Centre is: **Vancouver**.

3. METHOD OF CALCULATING UNIT PRICE PER LITRE ADJUSTMENTS FOR ALL REQUIREMENTS

3.1 Weekly Price Adjustment Effective Day:

After the initial unit price adjustment, which comes into effect on June 1, 2017, all subsequent unit price adjustments will come into effect at 12:01 AM on _____ of each week. (*Standing Offer Authority will indicate the day of the week as selected by the Offeror in Part 3, section II. B., Unit Price Adjustments*)

3.2 CALCULATION

An adjustment to the firm unit prices per litre in Appendix "A" will be calculated as indicated hereunder.

- a) Initial Adjustment: the unit price adjustments, effective on June 1, 2017, will be equal to the applicable Reference Marker price for the week ending May 26, 2017 ("B" week value) minus the applicable Reference Marker price for the week ending **February 10, 2017** ("A" week value), plus the offer price;
- b) Subsequent Weekly Adjustments: the unit price, effective on day of the week identified above for every subsequent week, will be equal to the Reference Marker price of the previous week minus the 'A' week value Reference Marker price, plus the Offer price.

4. FIRM UNIT PRICE PER LITRE ADJUSTMENT SCHEDULE

The firm unit prices per litre will only be adjusted on the relevant *Firm Unit Price per Litre Adjustment Effective Date* and must remain in effect until the next scheduled *Firm Unit Price per Litre Adjustment Effective Date*.

UNIT PRICE ADJUSTMENT SCHEDULE			
Firm Unit Price per Litre Adjustment	"A" Week ending on	"B" Week ending on	Firm Unit Price per Litre Adjustment Effective Date
1	February 10, 2017	May 26, 2017	June 1, 2017
2	February 10, 2017	Sequential weekly periods, up to and including May 24, 2019	Sequential weekly periods, as indicated at "Method of Calculating Firm Unit Price per Litre adjustments", up to and including May 31, 2019

5. REVISION OF REFERENCE MARKER

In the event:

- a) the applicable Reference Marker is discontinued; or,
 - b) Public Works and Government Services Canada determines that the Reference Marker does not reflect market conditions;
- the parties will mutually agree upon an appropriate and comparable substitute and the Standing Offer will be modified to reflect such substitute on a mutually agreed upon date.



Appendix D

Department of Fisheries and Oceans - Inspection and Supplementary Conditions of Supply

File No. E60HL-7-0051-40-B

1. The times of fueling, quantity and type of fuel required will be relayed to the Contractor by Fisheries and Oceans/Canadian Coast Guard by email, telephone, or facsimile at a reasonable period of time prior to the estimated time of arrival of the ship. Call-up is to be confirmed in writing, either on form PWGSC-TPSGC 942, or on another appropriate document. Since the application of certain taxes is determined on the product end use, the end use must be stated at the time of call-up.
2. The Contractor must provide bunkering services during buoy recovery, ice-breaking and search and rescue operation periods which may result in necessitating unpredictable fuel requirements within 4 hours of call-up.
3. **Sulphur Content**
The maximum limit on sulphur in naval distillate fuel is specified as 15 mg/kg, in accordance with the Sulphur in Diesel Regulations.



Appendix E
Department of National Defence –
Inspection and Supplementary Conditions of
Supply
File No. E60HL-7-0051-40-B

1. **WARNING FOR INSPECTION**
The Contractor will provide the Identified User Representative with a copy of each marine delivery receipt immediately after delivery is made.
2. **U.S. MILITARY SHIPS**
The Contractor will provide product, if required, to visiting U.S. Navy, U.S. Coast Guard and U.S. Marine Corps in accordance with the NATO STATUS Forces Agreement and the United States Navy/Department of National Defence Memorandum of Understanding. Prices are to include Excise Tax.
3. **Sulphur Content**
The maximum limit on sulphur in naval distillate fuel is specified as 15 mg/kg, in accordance with the Sulphur in Diesel Regulations.
4. In accordance with BC Renewable and Low Carbon Fuels Information Bulletin RLCF-001, fuel sold in the province of British Columbia for the use of The Department of National Defence is not included under the British Columbia Renewable and Low Carbon Fuel Requirements Regulation or the Greenhouse Gas Reduction (Renewable and Low Carbon Fuel Requirements) Act.



APPENDIX F

File No. E60HL-7-0051-40-B

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Offeror, by submitting the present information to the Standing Offer Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare an offer non-responsive, or may set-aside a Standing Offer, or will declare a contractor in default, if a certification is found to be untrue, whether during the offer evaluation period, during the Standing Offer period, or during the contract period. Canada will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply with any request or requirement imposed by Canada may render the Offer non-responsive, may result in the Standing Offer set-aside or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's website](#).

Date: _____(YYYY/MM/DD) (If left blank, the date will be deemed to be the RFSO closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Offeror certifies having no work force in Canada.
- ☐ A2. The Offeror certifies being a public sector employer.
- ☐ A3. The Offeror certifies being a federally regulated employer being subject to the Employment Equity Act.
- ☐ A4. The Offeror certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Offeror has a combined workforce in Canada of 100 or more employees; and

- ☐ A5.1 The Offeror certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) in place with ESDC-Labour.

OR

- ☐ A5.2. The Offeror certifies having submitted the Agreement to Implement Employment Equity (LAB1168) to ESDC-Labour. As this is a condition to issuance of a standing offer, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- ☐ B1. The Offeror is not a Joint Venture.

OR

- ☐ B2. The Offeror is a Joint venture and each member of the Joint Venture must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)



APPENDIX G

File No. E60HL-7-0051-40-B

ELECTRONIC PAYMENT INSTRUMENTS

As indicated in Part 3, clause 3.1.1, the Offeror must complete the information requested below, to identify which electronic payment instruments are accepted for the payment of invoices.

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

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