

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

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

1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)

B3J 1T3
Nova Scotia
Bid Fax: (902) 496-5016

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

Atlantic Region Acquisitions/Région de l'Atlantique
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 3C9
Nova Scot

Title - Sujet Lumber	
Solicitation No. - N° de l'invitation W010Z-16D021/A	Date 2017-04-25
Client Reference No. - N° de référence du client W010Z-16-D021	GETS Ref. No. - N° de réf. de SEAG PW-\$HAL-218-10104
File No. - N° de dossier HAL-6-77213 (218)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-06-05	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Conrad, Darren	Buyer Id - Id de l'acheteur hal218
Telephone No. - N° de téléphone (902)496-5353 ()	FAX No. - N° de FAX (902)496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE SEE HEREIN HALIFAX NOVA SCOTIA B3K5X5 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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N° de réf. du client - Client Ref. No.
W010Z-16-D-21

N° de la modif - Amd. No.
File No. - N° du dossier
HAL-6-77213

Id de l'acheteur - Buyer ID
HAL218
N° CCC / CCC No./ N° VME - FMS

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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; and |
| 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 Requirement, the Basis of Payment, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification and any other annexes

1.2 Summary

- 1.2.1 Public Service and Procurement Canada (PSPC) has a requirement on behalf of the Department of National Defence (DND), Maritime Forces Atlantic, for the provision of plywood and lumber, both heat treated and non-heat treated, on an as and when requested basis in the Halifax Regional Municipality for a period of three (3) years plus a one (1) year option period.

The Maritime Forces Atlantic HMC Dockyard Packaging and Preservation and the CFB Shearwater shipping and Packaging Units are Canadian Food Inspection Agency (CFIA) Certified Wood Packaging producers and as such are tasked to manufacture crating, pallets, and various boxes and shipping containers on behalf of the DND when exporting of supplies to foreign countries.

- 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).

1.3 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.

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.

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to PWGSC will not be accepted.

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

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

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

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

- Section I: Technical Offer (2 hard copies)
- Section II: Financial Offer (1 hard copies)
- Section III: Certifications (1 hard copies)

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

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

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

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

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

Section I: Technical Offer

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

Section II: Financial Offer

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

3.1.1 Electronic Payment of Invoices - Offer

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

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

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

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications Offerors must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

The Bidder must submit specifications and descriptive literature for the lumber and wood products being offered in their proposal. Details stated in your specifications and descriptive literature will be compared and must meet the Mandatory Requirements specified in Annex A, Requirement.

Documentation may consist of a manufacturer's name, product part number and a catalog description including any specific information.

It is incumbent upon the Bidder to submit a complete proposal showing that their items will meet or exceed the technical descriptions described in this solicitation. Failure to submit sufficient information to allow for a full evaluation will result in the proposal being declared non-responsive.

4.1.2 Financial Evaluation

SACC Manual Clause M0222T (2016-01-28), Evaluation of Price

4.2 Basis of Selection

4.2.1 Mandatory Technical Criteria

SACC Manual Clause A0031T, 2010-08-16, Basis of Selection - Mandatory Technical Criteria

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 website](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?ga=1.229006812.1158694905.1413548969)
(http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?ga=1.229006812.1158694905.1413548969).

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

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

6.1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement 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 E. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

The data must be submitted on a quarterly basis to Blog.Vendors@forces.gc.ca.

(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 Blog.Vendors@forces.gc.ca no later than 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 from date of Contract Award to 31 March 2020.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to one (1) additional one (1) year period under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least five (5) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

6.4.3 Delivery Points

Delivery of the requirement will be made to:

Maritime Forces Atlantic
HMC Dockyard
Packaging and Preservation
BLDG D206, Door 1
2519 Provowallis Street
Halifax, NS B3K 5X5
Contact OPI: Paul Shebib
Telephone: 902-427-3212

Maritime Forces Atlantic
CFB Shearwater
Shipping/Packaging
Main Supply Building SH-30
240 Bonaventure Avenue
Dartmouth, NS B0J 3A0
Contact OPI: John Harvey
Telephone: 902-720-1626

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Darren Conrad
Supply Specialist
Public Works and Government Services Canada

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Id de l'acheteur - Buyer ID
HAL218
N° CCC / CCC No./ N° VME - FMS

Atlantic Region - Acquisitions Branch
1713 Bedford Row
Halifax, Nova Scotia
B3J 3C9

Telephone: 902-496-5353
Facsimile: 902-496-5016
E-mail address: Darren.Conrad@pwgsc-tpsgc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

7.5.2 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

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

7.5.3 Offeror's Representative (TO BE COMPLETED BY BIDDER)

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

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

6.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: CFB Halifax – Base Logistics.

6.8 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 or electronic document.

6.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$40,000.00 (Applicable Taxes included).

6.10 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ (*Applicable Taxes excluded*) unless otherwise authorized in writing by the Standing Offer

Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

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

6.11 Priority of Documents

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

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

6.12 Certifications and Additional Information

6.12.1 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.

6.12.2 SACC Manual Clauses

SACC Manual Clause A9062C, 2011-05-16, Canadian Forces Site Regulations

SACC Manual Clause B2004C, 2006-06-16, Lumber – Grade Marking

SACC Manual Clause B7500C, 2006-06-16, Excess Goods

6.13 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 Nova Scotia.

B. RESULTING CONTRACT CLAUSES

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Id de l'acheteur - Buyer ID
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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 Requirement

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

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

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

6.3 Term of Contract

6.3.1 Period of the Contract

The period of the Contract is from date of Contract to 31 March 2020 inclusive.

6.3.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to one (1) additional one (1) year period under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least five (5) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

6.3.3 Delivery Date

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

6.4 Payment

6.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit prices, as specified in Annex B for a cost of \$ _____ (*determined at time of call-up to a maximum of \$40,000.00*). Customs duties are excluded and Applicable Taxes are extra.

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

6.4.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____
(determined at time of call-up). Customs duties are excluded and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (a) when it is 75 percent committed, or
 - (b) four (4) months before the contract expiry date, or
 - (c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.4.3 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b) all such documents have been verified by Canada;
- c) the Work delivered has been accepted by Canada.

6.4.4 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)

6.5 Invoicing Instructions

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

2. Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.6 Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the 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 the Contract.

6.7 SACC Manual Clauses

SACC Manual Clause A9062C, 2011-05-16, Canadian Forces Site Regulations

SACC Manual Clause B2004C, 2006-06-16, Lumber – Grade Marking

SACC Manual Clause B7500C, 2006-06-16, Excess Goods

ANNEX A

STATEMENT OF REQUIREMENT

Request a Regional Individual Standing Offer for the supply of plywood and lumber (both heat treated and non-heat treated) as specified in Annex B on an as and when requested basis to various Maritime Forces Atlantic customers in the Halifax Regional Municipality for a period of three (3) years plus one (1) option year.

BACKGROUND (HEAT-TREATED LUMBER)

1. The Maritime Forces Atlantic HMC Dockyard Packaging and Preservation and the CFB Shearwater shipping and Packaging Units are Canadian Food Inspection Agency (CFIA) Certified Wood Packaging producers and as such are tasked to manufacture crating, pallets, and various boxes and shipping containers on behalf of the DND when exporting of supplies to foreign countries.
2. A readily available local source of heat-treated lumber certified under the Canadian Wood Packaging Certification Program (CWPCP), [Canadian Food Inspection Agency Directive D-13-01, effective June 20, 2015](#), is required

MANDATORY SUPPLIER CERTIFICATION

1. The supplier must be certified and registered with the Canadian Wood Packaging Certification website: <http://www.inspection.gc.ca/plants/plant-pests-invasive-species/directives/date/d-13-01/eng/1438703782830/1438711462283>.

PRICING FOR BOTH HEAT TREATED AND NON-HEAT TREATED LUMBER

1. Prices shall be quoted in cost per Board Foot (BF) FOB to the destination specified on form PWGSC 942, Call-up against a Standing Offer, and include all delivery charges.
2. Price tables will allow for a supplier update every 6 months. Price amendments will take effect on the first day of the seventh month (and every seventh month of standing offer) and must be received by the 20th day of the fifth month (and every fifth month of standing offer).
3. In addition to the pricing on the Standing Offer, special offerings due to year-end or surplus manufacturing runs, special job lots, sales etc. are to be made available as they occur if of a lesser cost than under the specified quote herein.

SPECIFICATIONS/ DELIVERABLE CRITERIA:

Heat treated lumber:

1. Pricing of all items available from the vendor, that fit the heat-treated lumber standing offer group And that have been stamped and certified in accordance with "[CFIA Policy Directive D-13-01](#)", are to be valid for a minimum of six months and shall be submitted upon successful award of Standing Offer.
2. Kiln dried products will not be accepted.

Non heat treated lumber:

1. All software lumber supplied is to be stamped and show the grade species and grade agency authorized by the Canadian Lumber Standards Board (CLSAB) of the CSA to grade lumber in Canada.
2. Moisture content for air-dried lumber to be 25-30% for Kiln dried 6-8%.
3. Lumber is to be stored in a heated building to ensure moisture content requirements are adhered to.

EVALUATION PROCEDURES

In order for any bid to be considered acceptable, pricing and technical specifications must have been submitted for 100% of the items as listed in the DELIVERABLES part of this document (Annex C). Where information is offered at the manufacturer's web site, the bidder shall be required to submit the information at the time of bid submission as a single printed hard copy. The information can be the original manufacturer's catalogues, item brochures, technical standards or reproduction thereof presented as a clear visible photocopy or scanned printed copy, but shall not be in electronic format.

SITE REGULATIONS

1. SECURITY

Contractor personnel must have valid government issued photo identification on their person at all times. No escort is required once inside HMC Dockyard in ordinary circumstances. However, Contractor personnel must be escorted at all times when entering DND establishments or ships within HMC Dockyard. During heightened security events access to HMC Dockyard may be delayed or denied, or if entry is permitted an escort will be required at all times while in HMC Dockyard as well as when in any of the establishments and ships.

The vendor agrees to follow procedures as laid out by Formation Security upon entering the confines of Maritime Forces Atlantic. Further to this, all vehicles owned or operated by the vendor may be subject to a search at any time, in accordance with standing regulations.

Contractors shall be aware that in the event the Security Alert Level (SAL) rises, access to the work site, or MARLANT Halifax property in general, may be delayed, hindered, or prohibited. Should access be delayed, hindered or, prohibited as a result of an increased SAL, contractors are to contact their Department of National Defence (DND) contract person indicated in the PWGSC 942 Call-up against a Standing Offer document.

2. SAFETY

The Contractor shall not consume alcoholic beverages while performing the services requested, when located on Department of National Defense property.

3. PERSONAL PROTECTIVE EQUIPMENT

Vendor to ensure employees have all the required personal protective equipment to perform their duties and to ensure they have completed proper training in the wear, use and maintenance of the equipment when performing said duties on DND property.

4. GOVERNMENT SMOKING POLICY

Where the performance of work requires the presence of the vendor's personnel on government premises, the vendor shall ensure that its personnel comply with the policy of the Government of Canada, which prohibits smoking on any government premises.

5. USE OF CELLULAR TELEPHONES

Drivers of vendor's vehicles are to refrain from operating cellular telephones while vehicle is in motion on Department of National Defence property.

6. REQUIRED VENDOR INFORMATION

1. Vendor to provide, in writing to Blog.Vendors@forces.gc.ca, throughout the period of the standing offer:

Order Desk Information:

- a) Employee Name (s)
- b) Phone Number (s)
- c) Fax Number (s)
- d) Cell Phone Number (Optional)
- e) Email

2. Vendor to provide, in writing to Blog.Vendors@forces.gc.ca, throughout the period of the standing offer the names and phone numbers of two people to contact for afterhours orders in the event of an emergency:

- a) Emergency Contact Information:
- b) Employee Name
- c) Phone Number
- d) Cell Phone Number
- e) Employee Name
- f) Phone Number
- e) Cell Phone Number

DELIVERY:

1. Delivery shall be made, but not limited to, the two primary delivery points listed (below), as indicated on form PWGSC 942, Call-Up Against a Standing Offer.

Maritime Forces Atlantic
HMC Dockyard
Packaging and Preservation
BLDG D206, Door 1
2519 Provowallis Street
Halifax, NS B3K 5X5
Contact OPI: Paul Shebib
Telephone: 902-427-3212

Maritime Forces Atlantic
CFB Shearwater
Shipping/Packaging
Main Supply Building SH-30
240 Bonaventure Avenue
Dartmouth, NS B0J 3A0
Contact OPI: John Harvey
Telephone: 902-720-1626

2. Delivery times for HMC Dockyard are 0700 to 1200, and 1230 to 1600 hours. Delivery times for CFB Shearwater are 0730 to 1600 hours.

3. Delivery from time to time may be required Maritime Forces Atlantic delivery locations in the Halifax Regional Municipality area, as indicated on for PWGSC 942, Call-Up against a Standing Offer document.
4. All required goods or services shall be delivered or rendered within 24 working hours upon receipt of a request for delivery on form PWGSC 942m Call-up Against a Standing Offer, Requests may also be made by other means such as telephone or facsimile transceiver, but must be confirmed in writing on a PWGSC 942 or applicable call-up document.

CONFIRMATION:

1. The Vendor is to confirm receipt of order documents and the availability of the requested quantities or services within 4 hour receipt of the PWGSC 942, Call-up Against a Standing Offer.
2. Emergency requirements may take place by phone or fax, and shall be followed by a formal PWGSC 942, Call-up Against a Standing Offer.

RESTOCKING BUY BACK:

At any time during the period of the standing offer any unusual items, in the original packaging can be returned to the vendor for a full refund and without a restocking charge. The refund is to be in the form of a credit against the method of payment used at the time of purchase unless otherwise specified.

DELIVERABLES

1. Heat Treated Lumber

- 5510-20-A03-7722 Lumber Strapping, Softwood, HT: 1 in X 3 in Spruce Strapping.
Strapping, to be heat-treated to as per SPEC CFIA D-13-01, PARA 2.1.1.1. NOTE: Kiln Dried is not acceptable.
Length to be determined by end user.
Approximate usage per year 7000 Board Feet (BF).
- 5510-20-A03-7723 Lumber, Softwood, HT: 2 inch X 4 inch Spruce.
Spruce, to be heat-treated as per SPEC CFIA D-13-01, PARA 2.1.1.1.
NOTE: Kiln Dried is not acceptable.
Length to be determined by end user.
Approximate usage per year 3500 BF.
- 5510-20-A03-7724 Lumber, Softwood, HT: 2 inch X 8 inch Spruce.

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Spruce, to be heat-treated as per SPEC CFIA D-13-01, PARA 2.1.1.1.
NOTE: Kiln Dried is not acceptable.
Length to be determined by end user.
Approximate usage per year 7750 BF.

5510-20-A03-7588 Lumber, Softwood, HT: 4 inch X 4 inch Spruce.
Spruce, to be heat-treated as per SPEC CFIA D-13-01, PARA 2.1.1.1.
NOTE: Kiln Dried is not acceptable.
Length to be determined by end user.
Approximate usage per year 7750 BF.

5510-20-A03-7589 Lumber, Softwood, Board, HT. 5/4 inch X 8 inch Board Spruce.
Spruce, to be heat-treated as per SPEC CFIA D-13-01, PARA 2.1.1.1.
NOTE: Kiln Dried is not acceptable.
Length to be determined by end user.
Approximate usage per year 3500 BF.

Deliverable Criteria:

Heat treated lumber:

3. Pricing of all items available from the vendor, that fit the heat-treated lumber standing offer group And that have been stamped and certified in accordance with "[CFIA Policy Directive D-13-01](#)", are to be valid for a minimum of six (6) months and shall be submitted upon successful award of Standing Offer.
4. Kiln dried products will not be accepted.

Additional Items

The items used for evaluation in this standing offer are the most highly used products of this nature. It is the intention that the vendor product meeting the category as described in Annex A, Background, Paragraph 2 be made available to become part of this Standing Offer.

Miscellaneous Items

Miscellaneous similar or related items, not listed above, with an estimated value of 15% of the overall Standing Offer, at manufacturer's list price less a discount of ____%.

2. Non Heat Treated Lumber

5530-21-596-6011	Plywood, decorative interior type, birch, good one side, sound one side, sanded one side, 5 ply, 0.75 inches, 48 inches x 96 inches. Estimated yearly usage is 300 sheets.
5530-20-A02-1077	Plywood, birch, good one side, 0.50 inches, 48 inches by 96 inches.

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	Estimated yearly usage is 300 sheets.
5530-20-A03-6225	Plywood, spruce, 0.75 inches, 48 x 96 inches, un-sanded sheathing. Estimated yearly usage is 600 sheets.
5530-21-AAB-6605	Plywood, spruce, 0.50 inches, 48 x 96 inches, un-sanded sheathing. Estimated yearly usage is 1200 sheets.
5530-21-596-6030	Plywood, construction, exterior use where appearance of only one side is important such as soffits, fences, structural use, box car linings and gable ends, Douglas Fir, good one side, regular sanded two sides, 3 ply, solid back 0.25 inches, 48 x 96 inches. Estimated yearly usage is 20 sheets.
5530-21-596-6023	Plywood, construction, exterior use where two solid surfaces necessary but appearance on one side less important and paintable such as signs and carports, Douglas fir sound 2 sides, regular sanded two sides, 5 ply, 0.50 inches, 48 inches x 96 inches. Estimated yearly usage is 20 sheets.
5530-21-596-6033	Plywood, construction, exterior use where appearance of only one side is important such as soffits, fences, structural use, box car linings and gable ends, Douglas Fir, good one side, regular sanded two sides, 5 ply, solid back 0.500 inches, 48 x 96 inches. Estimated yearly usage is 20 sheets.
5530-21-596-6024	Plywood, construction, exterior use where two solid surfaces necessary but appearance on one side less important and paintable such as signs and carports, Douglas fir sound 2 sides, regular sanded two sides, 5 ply, 0.625 inches, 48 inches x 96 inches. Estimated yearly usage is 20 sheets.
5530-21-596-6044	Plywood, construction, exterior use where two solid surfaces necessary but appearance on one side less important and paintable such as signs and carports, Douglas fir good one side, regular sanded two sides, 5 ply, backing one side, 0.625 inches, 48 inches x 96 inches. Estimated yearly usage is 20 sheets.
5530-20-A03-6226	Plywood, construction, exterior type, good on both sides, Douglas Fir, 0.75 inches, 48 x 96 inches. Estimated yearly usage is 300 sheets.
5530-21-596-6037	Plywood, construction, exterior type, sheathing, Douglas Fir, un-sanded 5 ply, 0.75 inches, 48 x 96 inches. Estimated yearly usage is 300 sheets.
5530-21-596-6035	Plywood, conduction, exterior uses such as wall and roof sheathing, subflooring, industrial uses and containers for when construction delays are anticipated, Douglas Fir container grade, rough-unsanded full length, 5 ply, 0.500 inches, 48 inches x 96 inches. Estimated yearly usage is 20 sheets.
5640-21-799-9510	Building board, hard pressed, vegetable fiber. Tempered, brown, screen mesh, indented one side, smooth other side, 0.25 inches, 4 ft. x 8 ft. Estimated yearly usage is 300 sheets.
5640-21-597-3292	Building board, hard pressed, vegetable fiber. Tempered, brown, screen mesh, indented one side, smooth other side, 0.125 inches, 4 ft. x 8 ft. Estimated yearly usage is 50 sheets.
5510-21-596-0612	Lumber, softwood, dimension, grade No. 1, construction, spruce, not dressed, rough. 2 x 12 inches, random lengths 14 to 20 ft. Estimated yearly usage is 40,000 Board Foot.
5510-21-596-0611	Lumber, softwood, Dimension grade 1, construction, spruce, not dressed, rough. 2 x 10 inches, random lengths, 14 to 20 ft. Estimated yearly usage is 6,000 Board Foot.
5510-20-A07-7842	Lumber, softwood, fir, construction, 2 inches x 8 inches 14 ft. lengths.

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	Estimated yearly usage is 1000 Board Foot.
5510-20-A07-7836	Lumber, softwood, fir, 2 inches x 6 inches 8 ft. S4S construction. Estimated yearly usage is 1000 Board Foot.
5510-20-A03-6227	Lumber, softwood, spruce, 2 x 4 inches 16 ft. lengths Estimated yearly usage is 7,000 Board Foot.
5510-21-AAU-1777	Lumber, Fir, Clear, Kiln Dried 2 X 2 inches 8 foot lengths. Estimated yearly usage is 200 Board Foot.
5510-21-AAT-1485	Lumber, 2 x 2 inches S4S Spruce 8 foot lengths. Estimated yearly usage is 200 Board Foot.
5510-21-596-0650	Lumber, softwood, board, grade No.1, construction, spruce, surfaced on four sides, rough size 1.25 x 8-inches, random lengths. Dressed size is 1.03125 x 7.5 inches. Estimated yearly usage is 3,000 Board Foot.
5510-21-596-0321	Lumber, softwood, board grade C select and better, white pine, not dressed, rough size 1 x 6 inches. Random lengths. Estimated yearly usage is 700 Board Foot.
5510-20-A03-6228	Lumber, softwood, spruce, dressed, 1 x 4 inches, random lengths. Estimated yearly usage is 1,500 Board Foot.
5510-21-596-0630	Lumber, softwood, board, spruce, construction grade, No. 1, surfaced on 4 sides, rough size 1 x 3 inches, random lengths, dressed size 0.75 x 2.5625 inches. Estimated yearly usage is 4000 Board Foot.
5510-21-596-0627	Lumber, softwood, Dimension grade 1, construction, spruce, not dressed, rough. 4 x 4 inches, random lengths, 12 to 16 ft. Estimated yearly usage is 4,000 Board Foot.

Deliverable Criteria

1. All software lumber supplied is to be stamped and show the grade species and grade agency authorized by the Canadian Lumber Standards Board (CLSAB) of the CSA to grade lumber in Canada.
2. Moisture content for air dried lumber is 25 – 30%, for kiln dried 6-8%
3. Lumber is to be stored in a heated building to ensure moisture content requirements.

Miscellaneous Items

1. Miscellaneous lumber items are defined for the purpose of the Standing Offer as dimension lumber having random lengths, widths and thicknesses. It is the intent that the standing offer shall allow inclusion of both dressed and undressed lumber and plywood products with dimensions other than those listed in the Deliverables list.
2. The miscellaneous clause shall not be used for random or exotic wood not included in the Statement of Requirements and shall be restricted to construction grades unless otherwise stated in the Deliverables list.
3. Miscellaneous plywood items are defined as plywood with thicknesses other than those listed in the Deliverables list but of the same grades and types specified. For example building board is currently requested in 1.025 and .25 inch thicknesses. The intent is to be able to purchase other sheets in other thicknesses, such as 0.375 and 0.500 inches.

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This process shall be applied to each thickness pf plywood specified but shall not allow the purchase of exotic grades of plywood, for example marine grade plywood, or furniture grade plywood such as cherry, oak, elm and mahogany plywood.

4. Miscellaneous , similar or related items , not listed above, with an estimate value of 15% of the overall Standing Offer, at manufacturer's list price less a discount of _____%

ANNEX B

BASIS OF PAYMENT

Heat Treated Lumber

Note: Lumber is to be to be heat-treated as per CFIA Specification D-13-01, PARA 2.1.1.1.1.
Kiln -dried lumber is NOT acceptable.

Nato Stock Number (NSN)	Description (Length to be determined by end user)	Vendor Product Code	Estimated Yearly Usage (a)	Unit of Measure	Cost (b)	Total (a x b)
5510-20-A03-7722	1 in X 3 in Spruce Strapping HT		7000	BF	\$	\$
5510-20-A03-7723	2 inch X 4 inch Spruce HT		3500	BF	\$	\$
5510-20-A03-7724	2 inch X 8 inch Spruce HT		7750	BF	\$	\$
5510-20-A03-7588	4 inch X 4 inch Spruce HT		7750	BF	\$	\$
5510-20-A03-7589	5/4 inch X 8 inch Board Spruce.HT		3500	BF	\$	\$
A=Total					\$	\$

Non Heat Treated Lumber

Note: Moisture content for air dried lumber is 25-30% and 6-8% for kiln dried.
Lumber is to be stored in a heated building to minimize moisture content.

Nato Stock Number (NSN)	Description	Vendor Product Code	Estimated Yearly Usage (a)	Unit of Measure	Cost (b)	Total (a x b)
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5530-21-596-6011	Plywood, decorative interior type, birch, good one side, sound one side, sanded one side, 5 ply, 0.75 inches, 48 inches x 96 inches.		300	Sheet	\$	\$
5530-20-A02-1077	Plywood, birch, good one side, 0.50 inches, 48 inches by 96 inches.		300	Sheet	\$	\$
5530-20-A03-6225	Plywood, spruce, 0.75 inches, 48 x 96 inches, un-sanded sheathing.		600	Sheet	\$	\$
5530-21-AAB-6605	Plywood, spruce, 0.50 inches, 48 x 96 inches, un-sanded sheathing.		1,200	Sheet	\$	\$
5530-21-596-6030	Plywood, construction, exterior use where appearance of only one side is important such as soffits, fences, structural use, box car linings and gable ends, Douglas Fir, good one side, regular sanded two sides, 3 ply, solid back 0.25 inches, 48 x 96 inches.		20	Sheet	\$	\$
5530-21-596-6023	Plywood, construction, exterior use where two solid surfaces necessary but appearance on one side less important and paintable such as signs and carports, Douglas fir sound 2 sides, regular sanded two sides, 5 ply, 0.50 inches, 48 inches x 96 inches.		20	Sheet	\$	\$

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5530-21-596-6033	Plywood, construction, exterior use where appearance of only one side is important such as soffits, fences, structural use, box car linings and gable ends, Douglas Fir, good one side, regular sanded two sides, 5 ply, solid back 0.500 inches, 48 x 96 inches.	20	Sheet	\$	\$
5530-21-596-6024	Plywood, construction, exterior use where two solid surfaces necessary but appearance on one side less important and paintable such as signs and carports, Douglas fir sound 2 sides, regular sanded two sides, 5 ply, 0.625 inches, 48 inches x 96 inches.	20	Sheet	\$	\$
5530-21-596-6044	Plywood, construction, exterior use where two solid surfaces necessary but appearance on one side less important and paintable such as signs and carports, Douglas fir good one side, regular sanded two sides, 5 ply, backing one side, 0.625 inches, 48 inches x 96 inches.	20	Sheet	\$	\$
5530-20-A03-6226	Plywood, construction, exterior type, good on both sides, Douglas Fir, 0.75 inches, 48 x 96 inches.	300	Sheet	\$	\$
5530-21-596-6037	Plywood, construction, exterior type, sheathing, Douglas Fir, un-sanded 5 ply, 0.75 inches, 48 x 96 inches	300	Sheet	\$	\$

5530-21-596-6035	Plywood, conduction, exterior uses such as wall and roof sheathing, subflooring, industrial uses and containers for when construction delays are anticipated, Douglas Fir container grade, rough-unsanded full length, 5 ply, 0.500 inches, 48 inches x 96 inches.	20	Sheet	\$	\$
5640-21-799-9510	Building board, hard pressed, vegetable fiber. Tempered, brown, screen mesh, indented one side, smooth other side, 0.25 inches, 4 ft. x 8 ft.	300	Sheet	\$	\$
5640-21-597-3292	Building board, hard pressed, vegetable fiber. Tempered, brown, screen mesh, indented one side, smooth other side, 0.125 inches, 4 ft. x 8 ft.	50	Sheet	\$	\$
5510-21-596-0612	Lumber, softwood, dimension, grade No. 1, construction, spruce, not dressed, rough. 2 x 12 inches, random lengths 14 to 20 ft.	40,000	BF	\$	\$
5510-21-596-0611	Lumber, softwood, Dimension grade 1, construction, spruce, not dressed, rough. 2 x 10 inches, random lengths, 14 to 20 ft.	6,000	BF	\$	\$
5510-20-A07-7842	Lumber, softwood, fir, construction, 2 inches x 8 inches 14 ft. lengths.	1,000	BF	\$	\$
5510-20-A07-7836	Lumber, softwood, fir, 2 inches x 6 inches 8 ft. S4S construction.	1,000	BF	\$	\$
5510-20-A03-6227	Lumber, softwood, spruce, 2 x 4 inches 16 ft. lengths	7,000	BF	\$	\$
5510-21-AAU-1777	Lumber, Fir, Clear, Kiln Dried 2 X 2 inches 8 foot lengths.	200	BF	\$	\$

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5510-21-AAT-1485	Lumber, 2 x 2 inches S4S Spruce 8 foot lengths.			200	BF		\$		\$
5510-21-596-0650	Lumber, softwood, board, grade No.1, construction, spruce, surfaced on four sides, rough size 1.25 x 8-inches, random lengths. Dressed size is 1.03125 x 7.5 inches.			3,000	BF		\$		\$
5510-21-596-0321	Lumber, softwood, board grade C select and better, white pine, not dressed, rough size 1 x 6 inches. Random lengths.			700	BF		\$		\$
5510-20-A03-6228	Lumber, softwood, spruce, dressed, 1 x 4 inches, random lengths.			1,500	BF		\$		\$
5510-21-596-0630	Lumber, softwood, board, spruce, construction grade, No. 1, surfaced on 4 sides, rough size 1 x 3 inches, random lengths, dressed size 0.75 x 2.5625 inches.			4,000	BF		\$		\$
5510-21-596-0627	Lumber, softwood, Dimension grade 1, construction, spruce, not dressed, rough. 4 x 4 inches, random lengths, 12 to 16 ft.			4,000	BF		\$		\$
						B=Total	\$		\$

BID = A+B= \$

Miscellaneous , similar or related items , not listed above, with an estimate value of 15% of the overall Standing Offer, at manufacturer's list price less a discount of _____%

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ANNEX C

INFORMATION FOR CODE OF CONDUCT CERTIFICATION

[SHOULD BE COMPLETED BY BIDDER WITH BID SUBMISSION]

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors;

2. For a Sole Proprietorship or an individual doing business under a firm name - the name of the sole proprietor or individual;

3. For a Joint Venture - the names of all current members of the Joint venture;

4. For an individual - the full name of the person;

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ANNEX D to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

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

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

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ANNEX E

REPORTING REQUIREMENTS

Periodic Usage Report Form

As a requirement of this Request for Standing Offer, a report shall be submitted as follows:
(***The final report is to provide a list showing items requisitioned that represent approximately the total value of call-ups.***).

The Offeror understands that it is their responsibility to implement a system for tracking call-ups against this Standing Offer in order to provide usage reports and ensure that the financial limitation is not exceeded. Failure to comply may result in the setting aside of the Standing Offer.

Return by email to: Blog.Vendors@forces.gc.ca

COMPANY NAME:	Company Name	REPORT TOTALS		
		VALUE OF STANDING OFFER:		
STANDING OFFER NO:		PAST USAGE TO DATE:		
		USAGE THIS QUARTER:		
PERIOD OF REPORT:	Report Dates:	TOTAL USAGE TO DATE:		
		Balance Remaining	0.00 \$	

CALL-UP NUMBER	DATE OF CALL-UP	CUSTOMER/SHIP NAME	CALL-UP VALUE	PO NUMBER

N° de l'invitation - Solicitation No.
W010Z-16D021/A
N° de réf. du client - Client Ref. No.
W010Z-16-D-21

N° de la modif - Amd. No.
File No. - N° du dossier
HAL-6-77213

Id de l'acheteur - Buyer ID
HAL218
N° CCC / CCC No./ N° VME - FMS

COMPANY NAME:

STANDING OFFER:

PERIOD OF REPORT :

PO NUMBER	DESCRIPTION	PERIOD QUANTITY	YEAR-TO-DATE QUANTITY