



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
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 PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet DRY ICE	
Solicitation No. - N° de l'invitation 45045-170031/A	Date 2017-09-27
Client Reference No. - N° de référence du client 000009806	
GETS Reference No. - N° de référence de SEAG PW-\$\$HL-420-73494	
File No. - N° de dossier hl420.45045-170031	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-11-07	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Dumm, Jennifer	Buyer Id - Id de l'acheteur hl420
Telephone No. - N° de téléphone (873) 469-3349 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

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

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
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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Amd. No. - N° de la modif.
File No. - N° du dossier
h1420.45045-170031

Buyer ID - Id de l'acheteur
h1420
CCC No./N° CCC - FMS No./N° VME

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security requirement associated with this bid solicitation.

1.2 Requirement - Bid

The requirement is detailed under Article 6.2 of the resulting contract clauses and Annex "A" Statement of Work.

1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

1.4 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Canadian Free Trade Agreement (CFTA).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation 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.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 90 days

2.2 Submission of Bids

Bids 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 bid solicitation.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders 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 the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, 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 Bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

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, Bidders 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 Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete the following to identify which cards will be accepted.

The Bidder accepts 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)

If the above 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 offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

3.1.3 Progress Payments

Progress payments will not be considered unless specifically offered by PWGSC in this document.

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hl420.45045-170031

Buyer ID - Id de l'acheteur
hl420
CCC No./N° CCC - FMS No./N° VME

3.1.4 Prices

The Bidder must submit firm unit prices in Canadian funds, DDP Delivered Duty Paid to destination(s) Incoterms 2000, Customs Duties included. Unit prices include all delivery charges, administration costs, and hazardous goods charges. Applicable Taxes are extra.

Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

Section IV: Additional Information

3.1.5 Delivery

Delivery is required by the dates stated in the Statement of Work at Annex "A".

3.1.6 Contractor's Representative

Name and telephone number of the person responsible for:

	General Enquiries	Delivery Follow-up
Name:	_____	_____
Telephone No.:	_____	_____
Facsimile No.:	_____	_____
E-mail address:	_____	_____

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

4.1.1.1 Mandatory Technical Criteria

- a) The Bidder must provide documentation with their bid showing how they meet the technical requirements detailed in Annex "A" – Statement of Work.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

- a) The Bidder must bid firm unit prices in Canadian funds, DDP Delivered Duty Paid to destination(s) Incoterms 2000, Customs Duties included. Unit prices include all delivery charges, administration costs, and hazardous goods charges for each destination. Applicable Taxes are extra; and
- b) The Bidders' financial bid must be in accordance with the Basis of Payment; and.
- c) To be considered, a bid must contain an offer for all sites listed in Annex "B".

4.1.3 Evaluation of Price

The aggregate price will be calculated by adding the following:

- a) Total cost of each site. The total cost will be calculated by multiplying the quoted unit price per site by the firm quantity.
- b) Total cost of the option quantity for each site. This cost will be calculated by multiplying the quoted unit price per site by the maximum option quantity (13).
- c) The unit prices quoted for 2018 and 2019 for option site 17.

4.2 Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price on an aggregate basis will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certification Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all Bidders must provide with their bid, **if applicable**, the declaration form available on the Forms for the Integrity Regime website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder 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 bid non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the Ineligibility and Suspension Policy (<http://www.tpsgc-pwgsc.gc.ca/ciif/politique-policy-eng.html>), the Bidder 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 - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder 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 (ESDC) - Labour's website (<https://www.canada.ca/en/employment-social-development/programs/employmentequity/federal-contractorprogram.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 General Environmental Criteria Certification

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

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

Bidders' Authorized Representative Signature

Date

or

- B) The Bidder certifies that the Bidder 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 Bidder must indicate which four (4) criteria, as a minimum, are met.

Green Practices within the Bidders' 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.	
A minimum of 50% of office equipment has an energy efficient certification.	

 Bidders' Authorized Representative Signature

 Date

PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1 Security Requirements

There is no security requirement applicable to the Contract.

6.2 Requirement - Contract

The Contractor must provide the items detailed under the "Statement of Work" at Annex "A".

6.2.1 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex "A" and "B" of the Contract under the same conditions and at the prices and/or rates stated in the Contract. Statistics Canada may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

The options exercised will be evidenced, for administrative purposes only, through a contract amendment issued by the Contracting Authority.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from 1 January 2018 to 31 December 2019 inclusive.

6.4.2 Delivery Date

All the deliverables must be received on or before the dates stated in Annex "A" Statement of Work for each site.

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" Statement of Work of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Jennifer Dumm
Public Works and Government Services Canada
Acquisitions Branch, Commercial & Alternative Acquisitions Management Sector
Logistics, Electrical, Fuel & Transportation Directorate
Fuel & Construction Products Division (HL)
11 Laurier Street, 7A2, Place du Portage, Phase III
Gatineau, QC K1A 0S5
Telephone: 873-469-3349 Facsimile: 819-956-5227
E-mail address: Jennifer.Dumm@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Technical Authority *(to be completed at Contract award)*

The Technical Authority for the Contract is:

Name: _____
 Title: _____
 Organization: _____
 Address: _____
 Telephone: ____-____-____
 Facsimile: ____-____-____
 E-mail: _____

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative

Name and telephone number of the person responsible for:

	General Enquiries	Delivery Follow-up
Name:	_____	_____
Telephone No.:	_____	_____
Facsimile No.:	_____	_____
E-mail address:	_____	_____

6.6 Payment

6.6.1 Basis of Payment - Firm Unit Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm unit prices, DDP to destination, as specified in Annex "B". Customs duties are included. Unit prices include all delivery charges, administration costs, and hazardous goods charges for each site. Applicable Taxes are extra.

6.6.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price

6.6.3 Terms of Payment

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

6.6.4 Electronic Payment of Invoices – Contract *(insert if accepted by Contractor in Part 3)*

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)

6.7 Invoicing Instructions

The Contractor must submit invoices in accordance with Section 10 of 2010A, General Conditions - Goods (Medium Complexity). Invoices cannot be submitted until all work identified in the invoice is completed.

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to Statistics Canada at 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.

6.8 Certifications and Additional Information

6.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____.

6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the General Conditions 2010A (2016-04-04) Goods (Medium Complexity);
- (d) Annex A, Statement of Work;
- (e) Annex B, Financial Offer;
- (f) the Contractor's bid dated _____, as clarified on _____ or, as amended on _____.

6.11 Shipment of Dangerous Goods/Hazardous Products

The Contractor must label and ship dangerous goods/hazardous products falling within the *Transportation of Dangerous Goods Act*, 1992, c.34 and the *Hazardous Products Act*, R.S.C. 1985, c. H-3 and their regulation(s) in accordance with the said Acts and regulation(s) accompanied by the required safety data sheet(s) completed in both English and French.

6.12 Dangerous Goods/Hazardous Products - Labelling and Packaging Compliance

1. The Contractor must ensure proper labelling and packaging in the supply and shipping of dangerous goods/hazardous products to the Government of Canada.
2. The Contractor will be held liable for any damages caused by improper packaging, labelling or carriage of dangerous goods/hazardous products.
3. The Contractor must clearly mark all merchandise labels with the percentage of volume that is a hazardous item. Failure to do so will result in the Contractor being held responsible for damages caused in the movement of goods/products by government vehicles or government personnel.
4. The Contractor must adhere to all applicable laws regarding dangerous goods/hazardous products.

6.13 Government Site Regulations

The Contractor must comply with all regulations, instructions and directives in force on the site where the Work is performed.

6.14 Shipping Instructions - Delivery at Destination

1. Goods must be consigned to the destination specified in the Contract and delivered DDP Delivered Duty Paid to Statistics Canada sites specified in Annex "A" Incoterms 2000 for shipments from commercial contractor.
2. The Contractor is responsible for all delivery charges, administration, costs and risk of transport and customs clearance, including the payment of customs duties and applicable taxes.

STATEMENT OF WORK

1.0 Title

Dry Ice Delivery for Cycle 06

2.0 Background

The Canadian Health Measures Survey (CHMS) collects its data through personal interviews at our two (2) mobile clinics (virtual regional offices). Each mobile clinic is used for collecting survey data for six (6) weeks per location; the mobile clinic is at each location for approximately ten (10) weeks: three (3) weeks for set-up and calibration, six (6) weeks of collection, one (1) week for tear-down. Only one mobile clinic is used at a time and the staff move from mobile clinic to mobile clinic. The biological samples collected during the survey need to be shipped to our reference labs three (3) times a week on dry ice.

3.0 Objective

The CHMS requires the supply and delivery of dry ice by a national company to our 16 site locations on a weekly basis when each site location is operating. The dry ice is required in pellet format. Special arrangement may be needed for our non-urban locations where our delivery requirement cannot be met.

4.0 Description of Work

4.1 Contractor's Role

The CHMS requires a contractor to securely deliver the specified dry ice to the Statistics Canada mobile clinic on agreed-upon days and times, following appropriate Canadian Transportation of Dangerous Goods regulations. The delivery dates will be scheduled from Monday to Friday between the hours of 7:00am and 3:00pm. The dry ice will be stored onsite in an exterior lockable dry ice safe. If the requested delivery times are not available; the contractor may provide insulated transportation chests to facilitate a larger bulk weekly delivery.

4.2 Constraint

A weekly delivery schedule will be established. Site locations are not in a building with a physical address; the CHMS collects from a mobile clinic parked at one site location for the six (6) week period. The exact site will not be known until 3 weeks prior to the start of a site location.

4.2 Schedule

At each site location (except option site 17), the CHMS requests (on average) five (5) or six (6) deliveries of thirteen (13) 12kg containers (containers can be bags, boxes, or both) of dry ice over a six-week period (subject to change). Schedule of deliveries and amounts of dry ice are to be arranged prior to the start of each site; contract to be from January 1, 2018 to December 31, 2019.

Site #	Site Location	Detail	Estimated Weekly Quantity (12kg each)	Tentative Dates (dd/mm/yyyy)
Site 1	Ottawa Centre	First drop off	13	15/01/2018
		Second drop off	13	22/01/2018
		Third drop off	13	25/01/2018
		Fourth drop off	13	05/02/2018
		Fifth drop off	13	12/02/2018
		1 extra delivery if needed	13	Tentative

Site #	Site Location	Detail	Estimated Weekly Quantity (12kg each)	Tentative Dates (dd/mm/yyyy)
Site 2	Lower Sackville & Bedford	First drop off	13	26/02/2018
		Second drop off	13	05/03/2018
		Third drop off	13	08/03/2018
		Fourth drop off	13	19/03/2018
		Fifth drop off	13	26/03/2018
		1 extra delivery if needed	13	Tentative
Site 3	Québec Centre	First drop off	13	09/04/2018
		Second drop off	13	16/04/2018
		Third drop off	13	19/04/2018
		Fourth drop off	13	30/04/2018
		Fifth drop off	13	07/05/2018
		1 extra delivery if needed	13	Tentative
Site 4	Richmond Hill	First drop off	13	21/05/2018
		Second drop off	13	28/05/2018
		Third drop off	13	31/05/2018
		Fourth drop off	13	11/06/2018
		Fifth drop off	13	18/06/2018
		1 extra delivery if needed	13	Tentative
Site 5	Nanaimo	First drop off	13	02/07/2018
		Second drop off	13	09/07/2018
		Third drop off	13	12/07/2018
		Fourth drop off	13	23/07/2018
		Fifth drop off	13	30/07/2018
		1 extra delivery if needed	13	Tentative
Site 6	Mississauga	First drop off	13	27/08/2018
		Second drop off	13	03/09/2018
		Third drop off	13	06/09/2018
		Fourth drop off	13	17/09/2018
		Fifth drop off	13	24/09/2018
		1 extra delivery if needed	13	Tentative
Site 7	Canmore & Banff	First drop off	13	08/10/2018
		Second drop off	13	15/10/2018
		Third drop off	13	18/10/2018
		Fourth drop off	13	29/10/2018
		Fifth drop off	13	05/11/2018
		1 extra delivery if needed	13	Tentative
Site 8	Montréal Centre	First drop off	13	19/11/2018
		Second drop off	13	26/11/2018
		Third drop off	13	29/11/2018
		Fourth drop off	13	10/12/2018
		Fifth drop off	13	17/12/2018
		1 extra delivery if needed	13	Tentative

Site #	Site Location	Detail	Estimated Weekly Quantity (12kg each)	Tentative Dates (dd/mm/yyyy)
Site 9	North & West Vancouver	First drop off	13	14/01/2019
		Second drop off	13	21/01/2019
		Third drop off	13	24/01/2019
		Fourth drop off	13	04/02/2019
		Fifth drop off	13	11/02/2019
		1 extra delivery if needed	13	Tentative
Site 10	Edmonton West & St. Albert	First drop off	13	25/02/2019
		Second drop off	13	04/03/2019
		Third drop off	13	07/03/2019
		Fourth drop off	13	18/03/2019
		Fifth drop off	13	25/03/2019
		1 extra delivery if needed	13	Tentative
Site 11	Owen Sound	First drop off	13	08/04/2019
		Second drop off	13	15/04/2019
		Third drop off	13	18/04/2019
		Fourth drop off	13	29/04/2019
		Fifth drop off	13	06/05/2019
		1 extra delivery if needed	13	Tentative
Site 12	Winnipeg Southwest	First drop off	13	20/05/2019
		Second drop off	13	27/05/2019
		Third drop off	13	30/05/2019
		Fourth drop off	13	10/06/2019
		Fifth drop off	13	17/06/2019
		1 extra delivery if needed	13	Tentative
Site 13	Deer Lake & Pasadena	First drop off	13	01/07/2019
		Second drop off	13	08/07/2019
		Third drop off	13	11/07/2019
		Fourth drop off	13	22/07/2019
		Fifth drop off	13	29/07/2019
		1 extra delivery if needed	13	Tentative
Site 14	Toronto Centre	First drop off	13	26/08/2019
		Second drop off	13	02/09/2019
		Third drop off	13	05/09/2019
		Fourth drop off	13	16/09/2019
		Fifth drop off	13	23/09/2019
		1 extra delivery if needed	13	Tentative

Site #	Site Location	Detail	Estimated Weekly Quantity (12kg each)	Tentative Dates (dd/mm/yyyy)
Site 15	Baie-Comeau	First drop off	13	07/10/2019
		Second drop off	13	14/10/2019
		Third drop off	13	17/10/2019
		Fourth drop off	13	28/10/2019
		Fifth drop off	13	04/11/2019
		1 extra delivery if needed	13	Tentative
Site 16	London West	First drop off	13	18/11/2019
		Second drop off	13	25/11/2019
		Third drop off	13	28/11/2019
		Fourth drop off	13	09/12/2019
		Fifth drop off	13	16/12/2019
		1 extra delivery if needed	13	Tentative
Option Site 17	Statistics Canada Head Quarters, Ottawa	When requested	Unknown	Unknown

5.0 Other Terms and Conditions of the SOW

5.1 Contractor's Obligations

The contractor is responsible for the safe delivery of the dry ice and handling of it until it is delivered to Statistics Canada mobile clinic staff. The contractor must provide a manifest receipt at each delivery. The contractor must provide a sub-account number for each site; the account number must distinguish one site from another. A single point for initial contact is required for the contract.

The quantity of dry-ice specified is the one required at delivery. The Contractor is responsible for any ice sublimation during the transport.

5.2 Estimated Period of the Contract

The estimated period of the contract is from January 1, 2018 to December 31, 2019.

5.3 Location of Work, Work Site, and Delivery Point

The work site for the services will be the Statistics Canada Mobile Clinic. The exact addresses are to be determined on a per site basis.

Address of Option Site 17:

Statistics Canada
170 TUNNEY'S PASTURE DRWY
JEAN TALON BLDG
OTTAWA, ON, K1A0T6

5.4 Language Requirements

The services will be conducted in English or French.

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5.6 Insurance Requirements

It is the sole responsibility of the Contractor to decide whether or not any insurance coverage is necessary for its own protection or to fulfill its obligations under the Contract, and to ensure compliance with required federal, provincial, or municipal law. Any such insurance shall be provided and maintained by the Contractor at its own expense.

Any insurance secured is to the benefit and protection of the Contractor and shall not be deemed to release or diminish its liability in any manner including as may be referenced elsewhere by the provisions of this Contract.

5.7 Security Requirements

No security requirement. The Contractor will not have access to restricted or confidential areas or materials. The Contractor will have escorted access to areas that are not public, i.e. staff trailer.

5.8 Environmental Considerations

All projects should be delivered in an environmentally responsible manner to the fullest extent possible. Clients and suppliers will be encouraged to transmit work requests electronically.

All non-electronic correspondence and deliverables should be certified as originating from a sustainable managed forest and/or with a minimum of 30% recycled content and processed chlorine free, whenever possible. Double-sided photocopying will be the default unless otherwise specified by the Project or Contracting Authority. Photocopied documents are to be in black and white format unless otherwise specified.

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Annex "B"

FINANCIAL OFFER

Prices

The Bidder must submit firm unit prices in Canadian funds, DDP Delivered Duty Paid to destination(s) Incoterms 2000, Customs Duties included. Unit prices include all delivery charges, administration costs, and hazardous goods charges. Applicable Taxes are extra.

1. Firm Requirement

Site Number	Site Location	Total Estimated Quantity (12kg containers)	Unit Price per 12kg container
Site 1	Ottawa Centre, ON	65	\$ _____
Site 2	Lower Sackville & Bedford, NS	65	\$ _____
Site 3	Québec Centre, QC	65	\$ _____
Site 4	Richmond Hill, ON	65	\$ _____
Site 5	Nanaimo, BC	65	\$ _____
Site 6	Mississauga, ON	65	\$ _____
Site 7	Canmore & Banff, AB	65	\$ _____
Site 8	Montreal Centre, QC	65	\$ _____
Site 9	North & West Vancouver, BC	65	\$ _____
Site 10	Edmonton West & St. Albert, AB	65	\$ _____
Site 11	Owen Sound, ON	65	\$ _____
Site 12	Winnipeg Southwest, MB	65	\$ _____

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Site Number	Site Location	Total Estimated Quantity (12kg containers)	Unit Price per 12kg container
Site 13	Deer Lake & Pasadena, NL	65	\$ _____
Site 14	Toronto Centre, ON	65	\$ _____
Site 15	Baie-Comeau, QC	65	\$ _____
Site 16	London West, ON	65	\$ _____

2. Option Quantity – Sites 1 to 16

Option to purchase up to an additional 13 (12kg) containers per site at the unit price quoted for the applicable site. See Article 6.2 Requirement.

3. Option Site

Option Site 17	Unit Price per 12 kg container (2018)	Unit Price per 12 kg container (2019)
<p>Option for the purchase of dry ice to be delivered to:</p> <p>Statistics Canada 170 Tunney's Pasture Driveway Jean Talon Bldg. Ottawa, ON K1A 0T6</p> <p>Delivery dates and quantities unknown.</p>	\$ _____	\$ _____