

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067**

Request For a Standing Offer Demande d'offre à commandes

National Individual Standing Offer (NISO)

Offre à commandes individuelle nationale (OCIN)

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

See Herein

Vendor/Firm Name and Address

Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

Title - Sujet Precipitation Gauge Antifreeze	
Solicitation No. - N° de l'invitation K3D33-180289/A	Date 2017-11-29
Client Reference No. - N° de référence du client K3D33-18-0289	GETS Ref. No. - N° de réf. de SEAG PW-\$KIN-535-7368
File No. - N° de dossier KIN-7-48078 (535)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-01-10	Time Zone Fuseau horaire Eastern Standard Time EST
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Carriere, Nancy	Buyer Id - Id de l'acheteur kin535
Telephone No. - N° de téléphone (613)545-8764 ()	FAX No. - N° de FAX (613)545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: See Herein	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into six parts plus attachments and annexes, as follows:

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications and Additional Information: includes the certifications and additional information to be provided; |
| Part 6 | 6A, Standing Offer, and 6B, Resulting Contract Clauses: |
| | 6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions; |
| | 6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer. |

The Annexes include the Requirement, the Basis of Payment, the Electronic Payment Instruments and any other annexes

1.2 Summary

- 1.2.1** The Meteorological Service (MSC) requires the supply and delivery of chemical mixes of 1, 2 Propylene Glycol with Methyl Alcohol in 4.0 litre jugs/bottles on an "as and when" requested basis to specific locations across Canada as per Annex "A", Requirement attached hereto.

It is the intention of Canada to issue one (1) National Individual Standing Offer for this requirement.

The resulting Standing Offer will be from issuance to 31 March 2021 with the irrevocable option to extend the term of the Standing Offer by up to two (2) additional one (1) year periods.

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

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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](#) (2017-04-27) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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

Delete: 60 days
Insert: 120 days

2.1.1 SACC Manual Clauses

SACC Manual Clause - [B1000T](#) (2014-06-26) Condition of material - Bid

2.2 Submission of Offers

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

2.3 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.

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 Ontario.

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

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

- Section I: Technical Offer (1 hard copy)
- Section II: Financial Offer (one (1) hard copy)
- Section III: Certifications (one (1) hard copy)

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

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

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

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

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

Section I: Technical Offer

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Annex B, Basis of Payment.

3.1.1 Electronic Payment of Invoices - Offer

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

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

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

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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 Offer must comply with the mandatory technical criteria specified below. The Offeror must provide in their offer the necessary documentation to support and demonstrate compliance with each mandatory technical criteria.

Offers which fail to meet each of the mandatory technical criteria will be declared non-responsive and will receive no further evaluation. Each mandatory technical criteria must be addressed separately.

Item	Mandatory Technical Criteria	Describe and Quote Specific Page in Proposal
M1	Offerors must submit with their offer an example of quality process checks used during the manufacture of 1,2 Propylene Glycol and Methyl Alcohol, or a copy of a certificate of standards organization, such as ISO, that the materials are manufactured under.	
M2	Offerors must submit with their offer an example of laboratory testing of 1,2 Propylene Glycol and Methyl Alcohol, or a copy of a certificate of standards organization, such as ISO, that the materials are tested under.	
M3	Offerors must submit with their offer an example of checks or tests that demonstrate quality control of mix ratios of the requested anti-freeze or similar products.	

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

The Offeror must complete and submit its financial offer in accordance with Annex B - Basis of Payment.

The offeror must quote firm unit prices in Canadian dollars for **all items**, FOB Destination, applicable taxes extra, as applicable. Freight is to be quoted at time of call-up, prepaid by the offeror and added to the invoice.

The Bidder's Firm Unit Prices will be multiplied by the estimated quantity to calculate the Extended Price. The total evaluated price is the sum of Extended Prices for all three years and the additional two year option period.

4.2 Basis of Selection

4.2.1 *SACC Manual* Clause M0031T (2007-05-25), Basis of Selection - Mandatory Technical Criteria Only

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all offerors must provide with their offer, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) 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 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 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/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](https://www.canada.ca/en/employment-social-development/canada-labour/s) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

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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](#) (2017-06-21) 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 and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in annex "A" entitled Requirement. If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data must be submitted on an annual basis to the Standing Offer Authority.

The annual reporting periods are defined as follows:

<i>Year #1:</i>	<i>March 31st, 2019.</i>
<i>Year #2:</i>	<i>March 31st, 2020.</i>
<i>Year #3:</i>	<i>March 31st, 2021.</i>
<i>Option Year #1:</i>	<i>March 31st, 2022.</i>
<i>Option Year #2:</i>	<i>March 31st, 2023.</i>

The data must be submitted to the Standing Offer Authority no later than ten (10) 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 Issuance to 31 March 2021.

6.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) one (1) year periods, under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority fifteen (15) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Standing Offer.

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Nancy Carrière
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 86 Clarence Street, 2nd Floor
Kingston, Ontario, K7L 1X3
Telephone: 613-545-8764
Facsimile: 613-545-8067
E-mail address: nancy.carriere@pwgsc-tpsgc.gc.ca

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

6.5.2 Project Authority

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

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

6.5.3 Offeror's Representative (*Offeror to complete with offer.*)

General Enquiries:

Name: _____
Telephone No: _____
Facsimile No: _____
E-mail address: _____

Delivery follow-up:

Name: _____
Telephone No: _____
Facsimile No: _____
Courriel: _____

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Environment Canada.

6.7 Call-up Procedures

The Offeror must acknowledge each order no later than the next working day from receipt of call-up.

6.8 Call-up Instrument

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

6.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$30,000.00 (Applicable Taxes included).

6.10 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010A (2016-04-04) General Conditions - Goods (Medium Complexity);
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) Annex D, PWGSC 942 call-Up Form;
- h) Annex E, Usage Reporting Form;
- i) the Offeror's offer dated _____.

6.11 Certifications and Additional Information**6.11.1 Compliance**

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

6.12 Applicable Laws

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

B. RESULTING CONTRACT CLAUSES

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

6.1 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.

Insert the following clause when payment by credit cards is accepted by the Offeror.

Section 16 Interest on Overdue Accounts, of 2010A (2017-04-16) General Conditions – Goods (Medium Complexity) will not apply to payments made by credit cards.

6.3 Term of Contract

6.3.1 Period of the Contract

The period of the Contract is from date of Standing Offer Issuance to 31 March 2021.

6.3.2 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 price(s), as specified in Annex B for a cost of \$ (*insert the amount at time of call-up*). Customs duties are included, and Applicable Taxes are extra.

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

6.4.2 Single Payments

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

6.4.3 SACC Manual Clauses

SACC Manual Clause A9117C (2007-11-30) T1204 - Direct Request by Customer Department
SACC Manual Clause C0100C (2010-01-11), Discretionary Audit - Commercial Goods and/or Services

6.4.4 Limitation of Price

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

6.4.5 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 Standing Offer for certification and payment.
 - b. One (1) copy must be forwarded to the Standing Offer Authority identified under the section entitled "Authorities" of the Standing Offer.
 - c. a copy of the invoices, receipts, vouchers for all direct expenses.

6.6 Insurance Requirements

SACC Manual clause [G1005C](#) (2016-01-28), Insurance - No Specific Requirement

6.7 SACC Manual Clauses

SACC Manual clause [B1006C](#) (2014-06-26), Condition of Material - Contract
SACC Manual clause [B7500C](#) (2006-06-16), Excess Goods
SACC Manual clause [D9002C](#) (2007-11-30), Incomplete Assemblies

ANNEX "A"

REQUIREMENT

1. Background

The Meteorological Service Canada (MSC) operates a network of automatic weather observing stations across Canada. Approximately 400 of the stations include the use of an All Weather Precipitation Gauges (AWPG). All precipitation, whether it is rain, drizzle, snow or hail, captured by the AWPG is weighed to determine the water-equivalent. International and Canadian studies conclude that snow catch is improved when the existing precipitation catch remains in liquid or slush form. If the existing catch is frozen solid, new snow may not be measured as it is blown out or into other spaces of the gauge. Canada, as well as other World Meteorological Organization members, uses the AWPG with an anti-freezing agent to prevent freezing of the precipitation.

As part of annual maintenance, or when the gauge is near full, technical service personnel drain the gauge of its precipitation and anti-freeze, then add new anti-freeze. Methyl Alcohol mixed with 1, 2 Propylene Glycol is an effective anti-freezing agent. It is a hazardous material and requires due care and attention. Easily transported by road to most of MSC's stations, special quantity limits and packaging are required if transported by air to remote stations.

1.1 Objective

- 1.1.1 To supply and transport to MSC warehouses and technical service offices chemical mixes of 1,2 Propylene Glycol with Methyl Alcohol in 4.0 litre jugs/bottles to MSC specification as stated in Section 2: Requirements.

1.2 Scope

- 1.2.1 The MSC is seeking a supplier that will provide, on a when and as needed basis, anti-freeze agents for use in the MSC AWPGs across Canada.
- 1.2.2 A blend of Methyl Alcohol mixed with 1, 2 Propylene Glycol in:
- a) 4.0 liter jugs/bottles

1.3 Definitions

- 1.3.1 1, 2 Propylene Glycol: A colorless organic hydrocarbon liquid, miscible in water. Density of 1.036 g/cm³, a melting/freezing point of -59, and boiling point of 188.2 °C. CAS Number 57-55-6. Very low toxicity. Non-regulated by Transport Canada, Transportation of Dangerous Goods Regulations.
- 1.3.2 Methyl Alcohol: Also known as methanol, methyl-hydrate, and wood alcohol, is a highly flammable colorless organic hydrocarbon liquid, miscible in water. Density of 0.792 g/cm³, and boiling point of 67.4 °C. High toxicity. CAS Number 67-56-1. Regulated by Transportation Canada, Transport of Dangerous Goods Regulations, under UN1992.

- 1.3.3 CAS: Chemical Abstracts Service is a division of the American Chemical Society that registers and assigns a specific universal number for a chemical substance. Using the CAS eliminates ambiguity of nomenclature when referencing to a chemical. Each item on registry is assigned a CAS RN® or CAS Number.
- 1.3.4 TDG: Transportation of Dangerous Goods regulations, developed by Transport Canada, is the Canadian Federal standard set for transport of dangerous materials. TDG standards apply, but not limited, to packaging, label and identification. Transport Canada must be consulted on questions or issues regarding TDG. Refer to the Transport Canada TDG website for information and direction; <https://www.tc.gc.ca/eng/tdg/safety-menu.htm>.
- 1.3.5 IATA DGR DGR: The International Air Transport Association, publishes an internationally recognized standard for transport of dangerous goods by air; the Dangerous Goods Regulations. For dangerous materials listed by the United Nations Committee of Experts on the Transport of Dangerous Goods (UN), the DGR describes specific material amount limits, packaging and labelling for transport by air-passenger and air-cargo.

2. REQUIREMENTS

- 2.1 Anti-freeze must be available in the following type: Propylene-Glycol with Methyl-Alcohol. The Propylene-Glycol with Methyl-Alcohol must be supplied in plastic jugs/bottles each with a handle and be translucent to a degree that the level of liquid in the bottle can be determined under daytime ambient light. The jugs/bottles must satisfy IATA DGR packing requirements for UN1992 materials by air travel, and Transport Canada, Transport of Dangerous Goods – Plain Language regulations for land travel.
- 2.1.1 Propylene-Glycol with Methyl-Alcohol anti-freeze must be available in 4.0 litre specifications as per Table 2.1

Table 2.1: Propylene-Glycol with Methyl-Alcohol Anti-Freeze Specifications

Ingredient	C.A.S. Number	Minimum Grade	Percentage by Volume (+/- 5%)
Methyl Alcohol	67-56-1	Technical	60%
1,2-Propylene Glycol	57-55-6	Technical	40%

- 2.1.3 Anti-freeze must be packaged to specification as per Table 2.2.

Table 2.2: Package and Label Specifications

Anti-freeze Type	Jug/Bottle Size	Package and Label Requirements on <u>EACH</u> jug/bottle
Propylene-Glycol with Methyl-Alcohol	4.0 litre	IATA DGR cargo air travel for UN1992 goods

- 2.2 Paper copies of the MSDS must be included inside transport boxes with a minimum of one copy per box. The MSDS must also be made accessible through the World Wide Web.

3. DELIVERABLES

- 3.1 Propylene-Glycol with Methyl-Alcohol in 4.0 Litre jugs/bottles will be used predominately as most AWPB installations are accessible by road.
- 3.2 Anti-freeze orders may be from any of the MSC destinations described in Table 5.1: Shipping Destinations.

4. QUALITY ASSURANCE

- 4.1 The chemicals supplied must be manufactured by an ISO 9001:2008 certified process or equivalent.
- 4.2 The assay of the chemicals must be verified by an ISO 17025:2005 accredited laboratory or equivalent. Copies of the assay must be provided with each shipment.
- 4.2 The mixing ratio of Methyl Alcohol mixed with 1, 2 Propylene Glycol must be documented and recorded. Copies of the documentation must be provided with each shipment.

5. SHIPPING INSTRUCTIONS

- 5.1 The Offeror must arrange shipping for all orders. Shipping destinations for propylene-glycol with methyl-alcohol anti-freeze are described in Table 5.1 Shipping Destinations

Table 5.1: Shipping Destinations

LOCATION	ADDRESS
Downsview	ECCC/MS 4905 Dufferin St. Toronto, ON, M3H 5T4 Attn: LCM, Surface Networks
Richmond	ECCC/MS 140 – 13160 Vanier Place Richmond, BC, V6V 2J2 Attn: Supervisor, MSC Programs
Prince George	ECCC/MS 3666 Massey Dr. Prince George, BC, V2N 2S8 Attn: Supervisor, MSC Programs
Edmonton	ECCC/MS Michael J. Greenwood Centre 9345 – 49th St Edmonton, Alberta, T6B 2L8 Attn: Supervisor, MSC Programs
Saskatoon	ECCC/MS 11 Innovation Blvd., Suite 1610

	Saskatoon, Saskatchewan, S7N 3H5 Attn: Supervisor, MSC Programs
Winnipeg	ECCC/MSC 1821 Wellington Avenue, Unit 140 Winnipeg, Manitoba, R3H 0G4 Attn: Supervisor, MSC Programs
Thunder Bay	ECCC/MSC 1123 Premier Way Thunder Bay, Ontario, P7B 0A2 Attn: Supervisor, MSC Programs
Burlington	ECCC/MSC - AMDS North Annex Building 867 Lakeshore Road Burlington, Ontario, L7S 1A1 Attn: Supervisor, MSC Programs
Montreal	ECCC/SMC 928, rue Wellington Montréal, Quebec, H3C 1T2 Attn: Superviseur de Projects Call (514) 283-1638 prior to delivery
Bedford	ECCC/MSC 275 Rocky Lake Drive, Unit 8B Bedford, NS, B4A 2T3 Attn: Supervisor, MSC Programs Call (902) 426-6616 prior to delivery
St. John's	ECCC/MSC 6 Bruce Street Mount Pearl, NL, A1N 4T3 Attn: Supervisor, MSC Programs

6. PACKING AND PACKAGING

- 6.1 Individual 4.0 litre jugs/bottles may be boxed together in a larger box, where the total box weight must not exceed 20 kg.
- 6.2 Boxes must be labelled in accordance with IATA DGR and Transport Canada, Transport of Dangerous Goods – Plain Language regulations. Box labels must not bend around box corners, and where there are multiple labels, each label must be clearly visible and not obstructed.

7. ACCEPTANCE CRITERIA

7.1 The MSC will inspect the deliverables for the following criteria:

- a) Completeness of the order;
- b) Labelling of bottles/jugs and shipping boxes according to IATA DGR and TDG;
- c) Integrity of bottles/jugs as per IATA DGR and TDG;
- d) Bottle/jug is translucent as per Section 2.1; and
- e) Inclusion of a MSDS in each transport box.

8. CONSTRAINTS

8.1 Orders must be shipped within fourteen (14) calendar days of a written call-up notification.

ANNEX "B"

BASIS OF PAYMENT

The estimated usages provided are for the sole purpose of establishing an evaluation tool and are based only on best estimate and in no way reflect the actual usages expected or any commitment on the part of the Crown. The quantities as stated herein reflect the expected usage for three (3) years and two (2) option years and are an estimate of the requirement made in good faith. The Standing Offer will be limited to the actual goods ordered. (Italics to be removed upon contract award)

All prices are firm unit prices in Canadian funds, FOB Destination, Freight Prepaid and Added. Prepaid transportation cost must be shown as a separate line item on the invoice, supported by a certified copy of the prepaid transportation bill of lading.

Year #1 - Issuance to 31 March 2019

**Propylene-Glycol with Methyl-Alcohol
Unit of Issue: 4 Litre Jug or Bottle**

Item #	Shipment Destination	Estimated Quantity	Unit Price	Extended Price
1	Downsview, ON	0	\$	\$
2	Richmond, BC	48	\$	\$
3	Prince George, BC	0	\$	\$
4	Edmonton, AB	0	\$	\$
5	Saskatoon, SK	0	\$	\$
6	Winnipeg, MB	48	\$	\$
7	Thunder Bay, ON	48	\$	\$
8	Burlington, ON	48	\$	\$
9	Montreal, QC	0	\$	\$
10	Bedford, NS	48	\$	\$
11	St. John's NL	48	\$	\$
Total for Year #1				\$

Year #2 – 01 April 2019 to 31 March 2020

**Propylene-Glycol with Methyl-Alcohol
Unit of Issue: 4 Litre Jug or Bottle**

Item #	Shipment Destination	Estimated Quantity	Unit Price	Extended Price
1	Downsview, ON	48	\$	\$
2	Richmond, BC	48	\$	\$
3	Prince George, BC	48	\$	\$
4	Edmonton, AB	96	\$	\$

5	Saskatoon, SK	48	\$	\$
6	Winnipeg, MB	48	\$	\$
7	Thunder Bay, ON	48	\$	\$
8	Burlington, ON	96	\$	\$
9	Montreal, QC	96	\$	\$
10	Bedford, NS	96	\$	\$
11	St. John's NL	0	\$	\$
Total for Year #2				\$

Year #3 – 01 April 2020 to 31 March 2021

Propylene-Glycol with Methyl-Alcohol
Unit of Issue: 4 Litre Jug or Bottle

Item #	Shipment Destination	Estimated Quantity	Unit Price	Extended Price
1	Downsview, ON	0	\$	\$
2	Richmond, BC	48	\$	\$
3	Prince George, BC	48	\$	\$
4	Edmonton, AB	96	\$	\$
5	Saskatoon, SK	64	\$	\$
6	Winnipeg, MB	64	\$	\$
7	Thunder Bay, ON	64	\$	\$
8	Burlington, ON	120	\$	\$
9	Montreal, QC	120	\$	\$
10	Bedford, NS	96	\$	\$
11	St. John's NL	48	\$	\$
Total for Year #3				\$

Option Year #1 – 01 April 2021 to 31 March 2022

Propylene-Glycol with Methyl-Alcohol
Unit of Issue: 4 Litre Jug or Bottle

Item #	Shipment Destination	Estimated Quantity	Unit Price	Extended Price
1	Downsview, ON	48	\$	\$
2	Richmond, BC	72	\$	\$
3	Prince George, BC	48	\$	\$
4	Edmonton, AB	96	\$	\$

Solicitation No. - N° de l'invitation
K3D33-180289/A
Client Ref. No. - N° de réf. du client
K3D33-18-0289

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-7-48078

Buyer ID - Id de l'acheteur
KIN535
CCC No./N° CCC - FMS No./N° VME

5	Saskatoon, SK	72	\$	\$
6	Winnipeg, MB	80	\$	\$
7	Thunder Bay, ON	64	\$	\$
8	Burlington, ON	120	\$	\$
9	Montreal, QC	120	\$	\$
10	Bedford, NS	72	\$	\$
11	St. John's NL	0	\$	\$
Total for Year Option Year #1				\$

Option Year #2 – 01 April 2022 to 31 March 2023

Propylene-Glycol with Methyl-Alcohol
Unit of Issue: 4 Litre Jug or Bottle

Item #	Shipment Destination	Estimated Quantity	Unit Price	Extended Price
1	Downsview, ON	0	\$	\$
2	Richmond, BC	72	\$	\$
3	Prince George, BC	48	\$	\$
4	Edmonton, AB	96	\$	\$
5	Saskatoon, SK	72	\$	\$
6	Winnipeg, MB	80	\$	\$
7	Thunder Bay, ON	64	\$	\$
8	Burlington, ON	120	\$	\$
9	Montreal, QC	120	\$	\$
10	Bedford, NS	72	\$	\$
11	St. John's NL	48	\$	\$
Total for Option Year #2				\$

ANNEX "C" 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)

Solicitation No. - N° de l'invitation
K3D33-180289/A
Client Ref. No. - N° de réf. du client
K3D33-18-0289

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-7-48078

Buyer ID - Id de l'acheteur
KIN535
CCC No./N° CCC - FMS No./N° VME

ANNEX "D"

PWGSC-TPSGC 942 - Call-Up against a Standing Offer form

Public Works and Government Services Canada Travaux publics et Services gouvernementaux Canada		Clear Data - Effacer l'information		Call-up Against a Standing Offer Commande subséquente à une offre à commandes	
Ship to - Expédier à		Consignee Code Code destinataire		To the supplier: The standing offer identified below is accepted as follows: You are required to supply the goods or services, or both, shown below at the prices or on the pricing basis stated and in accordance with the other conditions stated in the standing offer. Only goods or services, or both, included in the standing offer will be supplied in the call-up against the standing offer. Au fournisseur: L'offre à commandes indiquée ci-dessous est acceptée selon les modalités suivantes : Vous devez fournir les biens ou les services, ou les deux, indiqués ci-dessous selon les prix ou la base de tarification établie, et conformément avec les autres conditions stipulées dans l'offre à commandes. Seuls les biens ou les services, ou les deux, inclus dans l'offre à commandes seront fournis dans la commande subséquente à l'offre à commandes. Security: The call-up includes security provisions. Sécurité : La demande comprend des exigences en matière de sécurité. <input type="checkbox"/> NO NON <input type="checkbox"/> YES OUI If YES, attach a SRCL to the call-up Si OUI, joindre une LVERS à la demande	
Postal Code Code postal		Procurement Business No. (PBN) Numéro d'entreprise - approvisionnements (NEA)			
Supplier - Fournisseur					
Invoices must be sent in accordance with - Les factures doivent être envoyées selon : <input type="checkbox"/> The detailed instructions in the standing offer Les instructions détaillées dans l'offre à commandes <input type="checkbox"/> The address shown in the "Ship to" block L'adresse indiquée dans la case « Expédier à » <input type="checkbox"/> Special instructions below Les instructions particulières ci-dessous					
Each shipment must be accompanied by a packing or delivery slip. All invoices, bills of lading and packing slips must show the following reference numbers. Chaque expédition doit être accompagnée d'un bordereau d'emballage ou de livraison. Les factures, connaissements et bordereaux d'emballage doivent tous porter les numéros de référence suivants.					
Standing Offer No. - N° de l'offre à commandes		Requisition No. - N° de demande Order. Off. - Bur. dem. YY - AA Serial No. - N° de série		Client Reference No. (optional) N° de référence du client (facultatif)	
The representative of the Identified User signing the call-up form must indicate his or her physical address. This address will constitute the address most connected with the supply and will determine, where applicable, the place of supply for this procurement. Le représentant de l'utilisateur désigné qui signe le formulaire de commande subséquente doit indiquer son adresse municipale, qui constituera l'adresse la plus associée à l'approvisionnement et qui déterminera, le cas échéant, le lieu d'approvisionnement pour cette commande.					
Amendment No. N° de modification		Previous Value (\$) Valeur précédente (\$)		Value of increase or decrease (\$) Valeur de l'augmentation ou diminution (\$)	
Total estimated expenditures or revised Total des dépenses estimatives ou révisées					
Item No. N° de l'article	NATO Stock No. / Item Description N° de nomenclature de l'OTAN / Description de l'article	U. of I. U. de d.	Quantity Quantité	Unit Price Prix unitaire (\$)	Extended Price Prix calculé (\$)
Special Instructions - Instructions particulières					
					Total
For further information, call - Pour renseignements supplémentaires, contacter			Delivery required by - Livraison requise le		
Name - Nom			Telephone No. - N° de téléphone		
Pursuant to subsection 32(1) of the Financial Administration Act, funds are available. En vertu du paragraphe 32(1) de la Loi sur la gestion des finances publiques, des fonds sont disponibles.			Approved for the Minister - Approuvé pour le Ministre		
Signature (Mandatory - Obligatoire)			Date (YYYY-MM-DD - AAAA-MM-JJ)		
Signature (Mandatory - Obligatoire)			Date (YYYY-MM-DD - AAAA-MM-JJ)		

Canada

PWGSC-TPSGC 942 (01/2014)

Clear Page Data - Effacer l'information de la page

Requisition No. - N° de demande				Client Reference No. (optional)		Page of de
Order. Off.	Bur. dem.	YY - AA	Serial No. - N° de série	N° de référence du client (facultatif)		

Item No. N° de l'article	NATO Stock No. / Item Description N° de nomenclature de l'OTAN / Description de l'article	U. of l. U. de d.	Quantity Quantité	Unit Price Prix unitaire (\$)	Extended Price Prix calculé (\$)

ANNEX "F"

ADDITIONAL CERTIFICATIONS

1. Board of Directors

In accordance with Section 5.1, Offerors are required to provide a list of their Board of Directors before contract award. Offerors are requested to provide this information in their bid.

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

2. Procurement Business Number (PBN)

In accordance with Section 2, Procurement Business Number, of the Standard Instructions, Contractors are required to have a Procurement Business Number (PBN) before Standing Offer award.

Procurement Business Number - _____

Suppliers may register for a PBN online at [Supplier Registration Information](#). For non-Internet registration, suppliers may contact the Info Line at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.