

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Travaux publics et Services gouvernementaux
Canada**

**Place Bonaventure,
800 rue de la Gauchetière Ouest**

Voir aux présentes - See herein

Montréal

Québec

H5A 1L6

FAX pour soumissions: (514) 496-3822

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

Travaux publics et Services gouvernementaux Canada
Place Bonaventure.

800 rue de la Gauchetière Ouest

Voir aux présentes - See herein

Montréal

Québec

H5A 1L6

Title - Sujet RISO: GENERATOR RENTALS	
Solicitation No. - N° de l'invitation A2301-173831/A	Date 2018-02-16
Client Reference No. - N° de référence du client A2301-173831	GETS Ref. No. - N° de réf. de SEAG PW-\$MTA-035-14755
File No. - N° de dossier MTA-7-40342 (035)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-03-07	Time Zone Fuseau horaire Heure Normale du l'Est HNE
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Meloche, Laura	Buyer Id - Id de l'acheteur mta035
Telephone No. - N° de téléphone (514)708-8426 ()	FAX No. - N° de FAX (514)496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: AFFAIRES AUTOCHTONES ET DU NORD CANADA Centrale électrique de Barriere Lak Réserve indienne de Barriere Lake Parc de Laverendrye QUEBEC Québec GOW 1T0 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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Solicitation No. - N° de l'invitation
A2301-173831/A
Client Ref. No. - N° de réf. du client
A2301-173831

Amd. No. - N° de la modif.
File No. - N° du dossier
MTA-7-40342

Buyer ID - Id de l'acheteur
MTA035
CCC No./N° CCC - FMS No./N° VME

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PART 1 - GENERAL INFORMATION

1.1 Introduction

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

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications and Additional Information: includes the certifications and additional information to be provided; |
| Part 6 | 6A, Standing Offer, and 7B, 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, the Federal Contractors Program for Employment Equity - Certification and any other annexes

1.2 Summary

1.2.1 Requirement

Public Works and Government Services Canada on behalf of Aboriginal Affairs and Northern Development Canada (AANDC) is issuing a Request for Standing Offer (RFSO) for the rental of generators to supply electricity to the Barriere Lake community in the Province of Quebec as part of a Regional Individual Standing Offer (RISO).

The RISO is for an initial term of one (1) year with two (2) options to extend for an additional twelve (12) months each.

1.2.2 Canadian Content Policy

The requirement is limited to Canadian goods and/or services.

1.2.3 Procurement Strategy for Aboriginal Business

This procurement is set aside under the federal government Procurement Strategy for Aboriginal Business. For more information on Aboriginal business requirements of the Set-aside Program for Aboriginal Business, see [Annex 9.4](#) of the *Supply Manual*.

This procurement is set aside from the international trade agreements under the provision each has for set-asides for small and minority businesses.

Further to Article 1802 of the Agreement on Internal Trade (AIT), AIT does not apply to this procurement."

1.3 Debriefings

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

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

Delete: 60 days
Insert: 120 days

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 the Province of Quebec.

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 copy)

Section III: Certifications (1 hard copy)

Canada requests that offerors follow the format instructions described below in the preparation of hard copy of their offer:

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

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

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

Section I: Technical Offer

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

Section II: Financial Offer

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

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.

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**

Provide a generator of 800 kW minimum capacity. A proof, such as a technical sheet or a document describing the generator must be provided.

4.1.2 Financial Evaluation

SACC Manual Clause M0220T (2016-01-18), Evaluation of Price

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

4.2 Basis of Selection**4.2.1 Basis of Selection – Mandatory Technical Criteria only**

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the 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.

5.1.2 Additional Certifications Required with the Offer

5.1.2.2 Set-aside for Aboriginal Business

1. This procurement is set aside under the federal government Procurement Strategy for Aboriginal Business. For more information on Aboriginal business requirements of the Set-aside Program for Aboriginal Business, see [Annex 9.4](#) of the *Supply Manual*.
2. The Offeror:
 - i. certifies that it meets, and will continue to meet throughout the duration of the Offer, the requirements described in the above-mentioned annex.
 - ii. agrees that any subcontractor it engages under the Offer must satisfy the requirements described in the above-mentioned annex.
 - iii. agrees to provide to Canada, immediately upon request, evidence supporting any subcontractor's compliance with the requirements described in the above-mentioned annex.
3. The Offeror must check the applicable box below:
 - i. ☐ The Offeror is an Aboriginal business that is a sole proprietorship, band, limited company, co-operative, partnership or not-for-profit organization.
OR
 - ii. ☐ The Offeror is either a joint venture consisting of two or more Aboriginal businesses or a joint venture between an Aboriginal business and a non-Aboriginal business.

4. The Offeror must check the applicable box below:
 - i. ☐ The Aboriginal business has fewer than six full-time employees.
 - OR**
 - ii. ☐ The Aboriginal business has six or more full-time employees.
5. The Offeror must, upon request by Canada, provide all information and evidence supporting this certification. The Offeror must ensure that this evidence will be available for audit during normal business hours by a representative of Canada, who may make copies and take extracts from the evidence. The Offeror must provide all reasonably required facilities for any audits.
6. By submitting an offer, the Offeror certifies that the information submitted by the Offeror in response to the above requirements is accurate and complete.

If requested by the Standing Offer Authority, the Offeror must provide the following certification for each owner and employee who is Aboriginal:

1. I am _____ (*insert "an owner" and/or "a full-time employee"*) of _____ (*insert name of business*), and an Aboriginal person, as defined in [Annex 9.4](#) of the *Supply Manual* entitled "Requirements for the Set-Aside Program for Aboriginal Business".
2. I certify that the above statement is true and consent to its verification upon request by Canada.

Printed name of owner and/or employee

Signature of owner and/or employee

Date

This procurement is set aside under the federal government Procurement Strategy for Aboriginal Business. For more information on Aboriginal business requirements of the Set-aside Program for Aboriginal Business see [Annex 9.4](#) of the *Supply Manual*.

This procurement is set aside from the international trade agreements and the Canadian Free Trade Agreement under the provision each has for set-asides for small and minority businesses.

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 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.2.1 Canadian Content Certification

This procurement is limited to Canadian services.

The Offeror certifies that:

() the service offered is a Canadian service as defined in paragraph 2 of clause [A3050T](#).

5.2.1.2.1.1 SACC Manual clause [A3050T](#) (2007-11-30) Canadian Content Definition

5.2.3 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/programs/employment-equity/federal-contractor-program.html#s4) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

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.

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer *(to be completed at issuance of standing offer)*

The period for making call-ups against the Standing Offer is from _____ to _____.

6.4.2 Extension of Standing Offer *(to be completed at issuance of standing offer)*

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for two (2) additional 12-month period, from _____ to _____ 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 specified at Annex "A" of the Standing Offer.

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Laura Meloche, Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Procurement Directorate
800 de la Gauchetière West, Suite 7300
Southwest Portal
Montreal QC H5A 1L6

Telephone (NEW): 514-708-8426
Facsimile: 514-493-3822
E-mail address: laura.meloche@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

The Offeror's representative is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: **Aboriginal Affairs and Northern Development Canada (AANDC)**.

6.7 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 1 and 2 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
 - PWGSC-TPSGC 942 Call-up Against a Standing Offer

6.8 Limitation of Call-ups *(to be completed at issuance of standing offer)*

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

6.9 Financial Limitation *(to be completed at issuance of standing offer)*

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 one (1) month 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.

6.10 Priority of Documents

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

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

6.11.2 SACC Manual Clauses

M3060C (2008-05-12), Canadian Content Certification

6.12 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____ (*insert the name of the province or territory as specified by the Offeror in its offer, if applicable*).

B. RESULTING CONTRACT CLAUSES

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

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

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

Section 13, Interest on Overdue Accounts, of **2010C** (2016-04-04), General Conditions - Services (Medium Complexity) will not apply to payments made by credit cards.

6.3 Term of Contract

6.3.1 Period of the Contract

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

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, as specified in Annex "B" for a cost of \$ (will be completed at the time of issue of the Standing Offer). 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 Limitation of Price

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

6.4.3 Multiple Payments

Canada will pay the Contractor upon completion and delivery of units 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

6.5.1 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.

6.5.2 Invoices must be distributed as follows:

The original and one (1) copy must be forwarded to the following address for certification and payment.

_____ (*Insert the name of the organization*)
_____ (*Insert the address of the organization*)

One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.6 Insurance

SACC Manual clause G1005C (2016-01-28) Insurance – No specific Requirement

6.7 SACC Manual Clauses

A3000C (2014-11-27), Aboriginal Business Certification
A9068C (2010-01-11) - Government Site Regulations
B1501C (2006-06-16) - Electrical Equipment

ANNEX "A"

REQUIREMENT

1. Background

The Department of Aboriginal Affairs and Northern Development Canada (AANDC) is responsible for the production of electricity to meet the needs of the Barriere Lake community. The electricity is produced by three generators that can be synchronized. The power station has two 600-kW each generators and one 320-kW generator. During winter 2009, the three generators broke down for mechanical reasons. From that point on, it was no longer possible for the Department to adequately provide the community with electricity. We therefore leased a generator to restore electrical service to the entire village until the generators were repaired.

2. Objective

Provide AANDC with a standing offer (SO) for the lease of an 800-kW continuous power generator to supply the entire community with electricity in the event of a major outage of the existing generators. This emergency generator will be used until the necessary repairs to the power station's existing generators are completed.

The site is accessible. If there is a need for snow removal in winter, the work will be carried out by AANDC before the arrival of the supplier.

3. Scope of the work

3.1 Provide and install an emergency generator

Provide, as and when required, an 800-kW (minimum, in prime mode) continuous power generator, (347/600 volt, 3 phases, 60 Hz) installed in a transport trailer with power cables so that it can be attached to the control box. The trailer must have a daily tank with a capacity of 24 hours of operation at full load. The trailer must also have an electric pump for the transfer of fuel from the storage tanks to the daily tank. The flexible pipe between the storage tank and the trailer is provided by AANDC.

The supplier must, within 12 hours of the AADNC representative's request, proceed with the delivery and installation of the emergency generator at the Barriere Lake power station. The supplier must be able to respond to AADNC's request 24/7.

The supplier must commission the generator. The power hook-up and fuel work is not covered by this standing offer.

Following delivery of the generator to the site of the power station, the person responsible for the hook-up will proceed with the fuel feed hook-up and the power cable hook-up in the control box.

3.2 Training

The supplier must provide training on the functioning of the generator to the power station operator, as well as to the person responsible for the power and fuel hook-ups.

The supplier must provide all users' guides and all necessary documentation during the training session.

3.3 Return of the generator

As soon as all the power station's existing generators are back in operation, it will no longer be necessary to keep the emergency generator on the site. Within 24 hours of the AANDC representative's request, the supplier must present itself on site and remove the emergency generator from the site. Before the emergency generator is removed, the electricity and fuel supply will be disconnected by the person responsible for the hook-up.

4. Department support

The AANDC representative must ensure the availability of the person on site at the power plant, as well as of the supplier responsible for the power and fuel hook-up so as to facilitate the supplier's work.

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ANNEX "B"

BASIS OF PAYMENT

The Offeror must propose firm prices which will apply throughout the entire duration of the standing offer.

Item #	Description of item	Price (taxes excluded) \$CAD
1	Delivery of the emergency generator at the Barriere Lake power station site	\$ _____
2	Weekly lease rate for the generator (24 hour-mode)	\$ _____ / week
3	Weekly lease rate for the generator (standby mode)	\$ _____ / week
4	Monthly lease rate for the generator (24 hour-mode)	\$ _____ / month
5	Monthly lease rate for the generator (standby mode)	\$ _____ / month
6	Maintenance cost (oil change)	\$ _____
7	Pickup of the generator from the power station site	\$ _____
TOTAL		\$ _____

BASIS OF PAYMENT FOR FINANCIAL EVALUATION PURPOSES

The level of effort estimated below is based on two generator group leases, throughout the critical winter period and the estimated maintenance is based on one oil change every 500 hours of usage.

INITIAL PERIOD OF 12 MONTHS (2018-2019)

Item #	Item description	Estimated level of effort for evaluation purposes (A)	Unit Price Proposed (taxes excluded) (B)	Evaluated Price (A x B)
1	Delivery of the emergency generator at the Barriere Lake power station site	2	_____ \$	_____ \$
2	Weekly lease rate for the generator (24 hour-mode)	1	_____ \$	_____ \$
3	Weekly lease rate for the generator (standby mode)	1	_____ \$	_____ \$
4	Monthly lease rate for the generator (24 hour-mode)	4	_____ \$	_____ \$
5	Monthly lease rate for the generator (standby mode)	2	_____ \$	_____ \$
6	Maintenance cost (oil change) *	12	_____ \$	_____ \$
7	Pickup of the generator from the power station site	2	_____ \$	_____ \$
TOTAL \$ CAD (taxes excluded)				_____ \$

* The unit price for maintenance should be based on a 500 hour utilization of the generator group.

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1ST OPTIONAL YEAR OF 12 MONTHS (2019-2020)

Item #	Item description	Estimated level of effort for evaluation purposes (A)	Unit Price Proposed (taxes excluded) (B)	Evaluated Price (A x B)
1	Delivery of the emergency generator at the Barriere Lake power station site	2	_____ \$	_____ \$
2	Weekly lease rate for the generator (24 hour-mode)	1	_____ \$	_____ \$
3	Weekly lease rate for the generator (standby mode)	1	_____ \$	_____ \$
4	Monthly lease rate for the generator (24 hour-mode)	4	_____ \$	_____ \$
5	Monthly lease rate for the generator (standby mode)	2	_____ \$	_____ \$
6	Maintenance cost (oil change) *	12	_____ \$	_____ \$
7	Pickup of the generator from the power station site	2	_____ \$	_____ \$
TOTAL \$ CAD (taxes excluded)				_____ \$

* The unit price for maintenance should be based on a 500 hour utilization of the generator group.

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2nd OPTIONAL YEAR OF 12 MONTHS (2020-2021)

Item #	Item description	Estimated level of effort for evaluation purposes (A)	Unit Price Proposed (taxes excluded) (B)	Evaluated Price (A x B)
1	Delivery of the emergency generator at the Barriere Lake power station site	2	_____ \$	_____ \$
2	Weekly lease rate for the generator (24 hour-mode)	1	_____ \$	_____ \$
3	Weekly lease rate for the generator (standby mode)	1	_____ \$	_____ \$
4	Monthly lease rate for the generator (24 hour-mode)	4	_____ \$	_____ \$
5	Monthly lease rate for the generator (standby mode)	2	_____ \$	_____ \$
6	Maintenance cost (oil change) *	12	_____ \$	_____ \$
7	Pickup of the generator from the power station site	2	_____ \$	_____ \$
TOTAL \$ CAD (taxes excluded)				_____ \$

* The unit price for maintenance should be based on a 500 hour utilization of the generator group.

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ANNEX “C” to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

As indicated in Part 3, clause 3.1.2, the Offeror must complete the information requested below, to identify which electronic payment instruments are accepted for the payment of invoices.

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

- ☐ VISA Acquisition Card;
- ☐ MasterCard Acquisition Card;
- ☐ Direct Deposit (Domestic and International);
- ☐ Electronic Data Interchange (EDI);
- ☐ Wire Transfer (International Only);

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ANNEX "D"

ZONE MAP

