



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**

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Departmental Individual Standing Offer (DISO)

Offre à commandes individuelle du département(OCID)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Travel Procurement Services Division/Division des
services d'approvisionnement en voyage
Place du Portage, Phase III, 7B3
Portage III 7B3
11, rue Laurier/11 Laurier St.
Gatineau
Québec
K1A 0S5

Title - Sujet Ground Transportation	
Solicitation No. - N° de l'invitation M7594-183846/B	Date 2018-03-02
Client Reference No. - N° de référence du client M7594-183846	Amendment No. - N° modif. 001
File No. - N° de dossier lp002.M7594-183846	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$LP-002-74513	
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale	
2018-03-02	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-03-09	
Address Enquiries to: - Adresser toutes questions à: Asselin(lp002), Pierre	Buyer Id - Id de l'acheteur lp002
Telephone No. - N° de téléphone (819) 420-0347 ()	FAX No. - N° de FAX (819) 956-4944
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required	Yes - Oui	No - Non
Accusé de réception requis	<input type="checkbox"/>	<input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

REQUEST FOR STANDING OFFER

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 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by Offerors; and
- Part 7 7A, Standing Offer, and 7B, Resulting Contract Clauses:
- 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
- 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The 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

The Government of Canada will host the meeting of Group of Seven (G7) June 8-9, 2018. The G7 is an informal grouping of seven of the world's advanced economies consisting of Canada, France, Germany, Italy, Japan, the United Kingdom, and the United States as well as the President of the European Council and the President of the European Commission. The forum offers an opportunity for Leaders, Ministers and policy makers of these countries to come together each year to build consensus and set trends around some of today's most challenging global issues. The Summit will be held at the Fairmont Le Manoir Richelieu in La Malbaie, Quebec, located in the Charlevoix region.

The Summit Management Office (SMO) and RCMP requires the services of suppliers who can ensure the ground transportation of G7 personnel associated with the Summit. This includes daily transportation between accommodation and work sites within the greater geographical regions of Quebec City, Saguenay, Tadoussac and Charlevoix. Other movements of RCMP personnel may be required from other cities in the province of Quebec, New Brunswick or Ontario to their temporary accommodation for the Summit and return after the Summit.

Several standing offers will be issued for the RCMP requirement and for the Global Affairs Canada requirement.

The Requirement is detailed under Annex "A".

1.3 Debriefings

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

1.4 National Security Exception

The national security exceptions provided for in the trade agreements have been invoked; therefore, this procurement is excluded from all of the obligations of all the trade agreements.

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 Services and Procurement 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 contracts.

The 2006 (2017-04-27) Standard Instructions – Request for Standing Offer - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

The 2006 standard instructions is amended as follows:

- Section 5, entitled Submission of offers, is amended as follows:
 - subsection 1 is deleted entirely and replaced with the following: "Canada requires that each offer, at RFSO closing date and time or upon request from the Standing Offer Authority, for example in the case of epost Connect service, be signed by the Offeror or by an authorized representative of the Offeror. If an offer is submitted by a joint venture, it must be in accordance with the section entitled Joint venture."
 - subsection 2.d is deleted entirely and replaced with the following: "send its offer only to the specified Bid Receiving Unit of Public Works and Government Service Canada (PWGSC) in the RFSO or to the specified address in the RFSO."
 - subsection 2.e is deleted entirely and replaced with the following: "ensure that the Offeror's name, return address and procurement business number, RFSO number, and RFSO closing date and time are clearly visible on the offer; and"
- Section 6, entitled Late offers, is deleted entirely and replaced with the following: "PWGSC will return offers delivered after the stipulated RFSO closing date and time, unless they qualify as a delayed offer as described in the section entitled Delayed offers. For offers submitted using means other than Canada Post Corporation's epost Connect service, the physical offer will be returned. For offers submitted using Canada Post Corporation's epost Connect service, conversations initiated by the Bid Receiving Unit via the epost Connect service that contain access, records and information pertaining to a late offer will be deleted."

- Section 07, entitled Delayed offers, is amended as follows:
 - Subsection 1 is amended to add the following piece of evidence: "d. a CPC epost Connect service date and time record indicated in the epost Connect conversation activity;"
- Section 8, entitled Transmission by facsimile, is deleted entirely and replaced with the following section:

"Transmission by facsimile or by epost Connect

1. Facsimile

- a. Unless specified otherwise in the RFSO, offers may be submitted by facsimile. The only acceptable facsimile number for responses to RFSOs issued by PWGSC headquarters is 819-997-9776 or, if applicable, the facsimile number identified in the RFSO. The facsimile number for responses to RFSOs issued by PWGSC regional offices is identified in the RFSOs.
- b. For offers transmitted by facsimile, Canada will not be responsible for any failure attributable to the transmission or receipt of the faxed offer including, but not limited to, the following:
 - i. receipt of garbled or incomplete offer;
 - ii. availability or condition of the receiving facsimile equipment;
 - iii. incompatibility between the sending and receiving equipment;
 - iv. delay in transmission or receipt of the offer;
 - v. failure of the Offeror to properly identify the offer;
 - vi. illegibility of an offer; or
 - vii. security of offer data.
- c. An Offer transmitted by facsimile constitutes the formal offer of the Offeror and must be submitted in accordance with the section entitled Submission of offers.

2. ePost Connect

- a. Unless specified otherwise in the RFSO, offers may be submitted by using the epost Connect service provided by Canada Post Corporation (https://www.canadapost.ca/web/en/products/details.page?article=epost_connect_send_a).
- b. To submit an offer using epost Connect service, the Offeror must either:
 - i. send directly its offer only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
 - ii. send as early as possible, and in any case, at least six business days prior to the RFSO closing date and time, an email that includes the RFSO number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.
- c. If the Offeror is sending an email to the Bid Receiving Unit, the Bid Receiving Unit will then initiate an epost Connect conversation which will allow the Offeror to transmit its offer afterward at any time prior to the RFSO closing date and time. The epost Connect conversation will create an email notification from Canada Post Corporation prompting

the Offeror to access the message within the conversation, and the Offeror can reply to the email notification by transmitting its offer.

- d. If the Offeror is using its own licensing agreement to send its offer, the Offeror must keep the epost Connect conversation open until at least 30 business days after RFSO closing date and time.
- e. The email address of PWGSC Bid Receiving Unit in Headquarters is:

TPSGC.DGAreceptiondessoumissions-ABBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca.
The RFSO number must be identified in the epost Connect message field of all electronic transfers.
- f. It should be noted that the use of epost Connect service requires a Canadian mailing address. Should an offeror not have a Canadian address, they may use the Bid Receiving Unit address specified on page 1 of the RFSO in order to register for the epost Connect service.
- g. For offers transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the offer including, but not limited to, the following:
 - i. receipt of a garbled or incomplete offer;
 - ii. availability or condition of the epost Connect service;
 - iii. incompatibility between the sending and receiving equipment;
 - iv. delay in transmission or receipt of the offer;
 - v. failure of the Offeror to properly identify the offer;
 - vi. illegibility of the offer;
 - vii. security of offer data; or
 - viii. inability to create an electronic conversation through the epost Connect service.
- h. An offer transmitted by epost Connect service constitutes the formal offer of the Offeror and must be submitted in accordance with the section entitled Submission of offers."

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 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

Definitions:

For the purposes of this clause, "former public servant" is any former member of a department as defined in the *Financial Administration Act*, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the *Public Service Superannuation Act* (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the *Supplementary Retirement Benefits Act*, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the *Canadian Forces Superannuation Act*, R.S., 1985, c. C-17, the *Defence Services Pension Continuation Act*, 1970, c. D-3, the *Royal Canadian Mounted Police Pension Continuation Act*, 1970, c. R-10, and the *Royal Canadian Mounted Police Superannuation Act*, R.S., 1985, c. R-11, the *Members of Parliament Retiring Allowances Act*, R.S. 1985, c. M-5, and that portion of pension payable to the *Canada Pension Plan Act*, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension:

As per the above definitions, is the Offeror a FPS in receipt of a pension? **Yes** () **No** ()

If so, the Offeror must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Adjustment Directive:

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** () **No** ()

If so, the Offeror must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries – Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than two (2) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the bid solicitation 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 the Offeror 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.

2.5 Applicable Laws

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

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

- If the Offeror chooses to submit its offer electronically, Canada requests that the Offeror submits its offer in accordance with section 8 of the 2006 standard instructions and as amended in Part 2 - Offeror Instructions, Article 2.1 Standard Instructions, Clauses and Conditions. Offerors are required to provide their offer in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment. The offer must be gathered per section and separated as follows:

Section I: Technical Offer
Section II: Financial Offer
Section III: Certifications
Section IV: Additional Information

- If the Offeror chooses to submit its offer in hard copies, Canada requests that the Offeror provides its offer in separately bound sections as follows:

Section I: Technical Offer (one hard copy)

Section II: Financial Offer (one hard copy)

Section III: Certifications (one hard copy)

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

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

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 the request for standing offer.

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

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

Section I: Technical Offer

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

Section II: Financial Bid

Offerors must submit their financial bid in accordance with the Annex C, 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 “E” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “E” 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.

Section III: Certifications

Bidders 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 offer 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

Mandatory technical criteria are included in Annex A – Requirement and Annex B – Section B1 to B3.

4.1.2 Financial Evaluation

The price of the offer will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offer and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offers will be recommended for the 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 Provision - 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 Contracting 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 Information

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>), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity – Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the Employment and Social Development Canada-Labour's website (<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 – SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 Security Requirements

There is a security requirement associated with the requirement

6.1.1 Security screening

The RCMP will be responsible for conducting security/reliability screening for all the employees of the successful Offerors to be issued call-ups. By participating in the bidding process, the Offeror consents to the security/reliability screening in order to obtain accreditation for the Summit. The RCMP may reject any application based on this screening.

6.2 Insurance Requirements

The Offeror must comply with the insurance requirements specified at Section 1 – Commercial General Liability Insurance and Section 2 – Automobile Liability Insurance. The Offeror must maintain the required insurance coverage for the duration of the Standing Offer. Compliance with the insurance requirements does not release the Offeror from or reduce its liability under the Standing Offer.

The Offeror is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Standing Offer and the Call-Up and to ensure compliance with any applicable law. Any additional insurance coverage is at the Offeror's expense, and for its own benefit and protection.

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified at Section 1 – Commercial General Liability Insurance and Section 2 – Automobile Liability Insurance.

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

6.2.1 Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$10,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Services and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
 - m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
 - n. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
 - o. Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

6.2.2 Automobile Liability Insurance

1. The Contractor must obtain Automobile Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence.
2. The policy must include the following:
 - a. Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
 - b. Accident Benefits - all jurisdictional statutes
 - c. Uninsured Motorist Protection
 - d. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation
 - e. OPCF/SEF/QEF #6c - Public Passenger Vehicles Endorsement
 - f. OPCF/SEF/QEF #6f - Public Passenger Vehicles - Combined Limits for Passengers and road liability Passenger Hazard/Bodily Injury Minimum Limits required:
 - 8 to 12 Passengers: \$5,000,000
 - 13 or more Passengers: \$10,000,000
 - g. Liability for Physical Damage to Non-owned Automobiles: Ontario OPCF 27 or 27B / Quebec: QEF #27 / Other Provinces: SEF#27

6.2.3 Licences

The Offeror must provide proof of the required Licences, issued by the *Commission des transports du Québec* (CTQ) to operate the vehicles to be used under the Call-ups as soon as they become available or within thirty (30) days after call-up award.

6.2.4 Non-Disclosure

Each Offeror must complete and sign the non-disclosure certification at Annex "D".

PART 7 – STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

7.1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex A.

7.2 Security Requirements

Offerors and all staff members requiring access to the premises of the Summit Management Office and / or the various secure sites must first obtain an accreditation. These individuals will be required to submit personal information on an appropriate accreditation website provided to them by Global Affairs Canada (GAC). This information will be shared with the Royal Canadian Mounted Police (RCMP) for criminal record checks and to conduct a credit check.

Canada has the right to establish security clearance requirements in her sole discretion. These requirements may include the requirement to complete a personal history form, to provide fingerprints and to be subject to an ad hoc investigation. Canada may reject any application based on this screening.

7.3 Standard Clauses and Conditions

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

7.3.1 General Conditions

2005 (2017-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

7.3.2 Standing Offers Reporting

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

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

The data must be submitted on a weekly basis to the Standing Offer Authority.

7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups and providing services against the Standing Offer is from April 01, 2018 to August 31, 2018 inclusive.

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

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority for the Standing Offer is:

Pierre Asselin
Manager, Travel Procurement Services
Public Services and Procurement Canada
Acquisitions Branch
Traffic Management Directorate
Place du Portage III, 7B3-14

Telephone: 613-325-7342
Facsimile: 819-956-4944
E-mail address: Pierre.Asselin@tpsgc-pwgsc.gc.ca

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

7.5.2 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 Requirement will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

7.5.3 Offeror's Representative

(To be filled at issuance of SO)

7.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a *Public Service Superannuation Act* (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

7.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Global Affairs Canada and Royal Canadian Mounted Police.

7.8 Call-up Procedures: Right of First Refusal

There will be a ranking list for each category of vehicles and by region.

The regions identified are:

- Saguenay-Lac-Saint-Jean
- Québec City Region
- All other regions of province of Quebec; and

- Other regions of Canada

7.8.1 Call-up Procedures for May 16 to June 13, 2018

Ranking on each category of vehicles will be dealt separately for right of first refusal based on price and the region where the requirement is needed.

The call-up procedures require that when a requirement is identified, the identified user will contact the highest-ranked offeror in the region the requirement is needed to determine if the requirement can be satisfied by that offeror. If the highest-ranked offeror is able to meet the requirement, a call-up is made against its standing offer. If that offeror is unable to meet the requirement or no response is received within twenty-four (24) hours, the identified user will contact the next ranked offeror. The identified user will continue and proceed as above until one offeror indicates that it can meet the requirement of the call-up. In other words, call-ups are made based on the "right of first refusal" basis. When the highest-ranked offeror is unable to fulfill the need, the identified user is required to document its file appropriately. The resulting call-ups are considered competitive and the competitive call-up authorities can be used. For a requirement specific to Charlevoix, offerors from Saguenay-Lac-Saint-Jean and Québec City region will be considered together first.

7.8.2 Call-up Procedures for April 1 to May 15, 2018 and June 14 to 29, 2018

Canada will use rotational offerors to be provided in a region for each category of vehicles requested based on price for right of first refusal. The following offeror with the second lowest price will be the right of first refusal for the next request and the same rule will apply for the next requirements during that period. Procedures used will be same as 7.8.1.

7.9 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
 - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery
 - PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
 - PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:
 - standing offer number;
 - statement that incorporates the terms and conditions of the Standing Offer;
 - description and unit price for each line item;
 - total value of the call-up;
 - point of delivery;
 - confirmation that funds are available under section 32 of the Financial Administration Act;

- confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

7.10 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$400,000 (Applicable Taxes included).

7.11 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$3,000,000 before applicable taxes 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 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.

7.12 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 2010C (2016-04-04), General Conditions - Services (Medium Complexity)
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) Annex C, Insurance Requirements;
- h) the Offeror's offer dated _____ (*insert date of offer*), (*if the offer was clarified or amended, insert at the time of issuance of the offer. "as clarified on _____" or "as amended on _____" and insert date(s) of clarification(s) or amendment(s) if applicable*).

7.13 Certifications

7.13.1 Compliance

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing additional information are conditions of issuance of the Standing Offer (SO). 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. If the Offeror does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

7.14 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 Quebec.

B. RESULTING CONTRACT CLAUSES

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

7.1 Requirement

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

7.2 Standard Clauses and Conditions

7.2.1 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.

7.3 Term of Contract

7.3.1 Period of the Contract

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

7.4 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7.5 Payment

7.5.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in in Annex C – Basis of Payment. Applicable Taxes are extra.

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

7.5.2 Terms of Payment

Canada will pay the Contractor on a weekly basis for work performed during the week covered by the invoice 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 Requirement performed has been accepted by Canada.

7.5.3 Travel and Living Expenses (Due to Weather Conditions or Request by Canada)

Canada will not reimburse the Contractor or its resources for expenses incurred while travelling to or from any locations of work under the contract except under exceptional circumstances such as weather conditions or request by Canada.

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Requirement, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Project Authority. All payments are subject to government audit.

7.5.4 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).

7.6 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. Each invoice must be supported by:
 - a. a copy of time sheets to support the time claimed; and
 - b. a copy of the invoices, receipts, vouchers for all travel and living expenses.
3. Invoices must be distributed as follows:
 - a. 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*)
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

ANNEX "A" REQUIREMENT

1. Introduction

The Government of Canada will host the meeting of Group of Seven (G7) June 08-09 2018. The G7 is an informal grouping of seven of the world's advanced economies consisting of Canada, France, Germany, Italy, Japan, the United Kingdom, and the United States as well as the President of the European Council and the President of the European Commission. The forum offers an opportunity for Leaders, Ministers and policy makers of these countries to come together each year to build consensus and set trends around some of today's most challenging global issues. The Summit will be held at the Fairmont Le Manoir Richelieu in La Malbaie, Quebec, located in the Charlevoix region.

2. Objective

The Contractor must provide ground transportation services from May 15 2018 to June 15 2018 for G7 participants, various police personnel and Government of Canada employees within the greater geographical regions of Quebec City, Charlevoix, Saguenay, Tadoussac and elsewhere in the Province of Quebec, Ontario and New-Brunswick.

3. Key elements to consider

- 3.1 There are two principle clients: the Royal Canadian Mounted Police (RCMP) and Global Affairs Canada Summit Management Office (SMO). Both clients will contract separately for their respective needs.
- 3.2 There will be two separate dispatch centers managed by the RCMP and the SMO. A subsequent competitive process may be posted to allocate a contract for a fleet dispatcher for both the RCMP and the SMO.
- 3.3 Site names and addresses are considered sensitive information and will be provided to the successful Offerors only after the contract (call-up) is awarded.

4. Scope

The Summit Management Office (SMO) and Royal Canadian Mounted Police (RCMP) require the services from many offerors who can ensure the ground transportation for G7 participants. This includes daily transportation between accommodation and work sites in the regions of Québec City, Saguenay, Tadoussac and Charlevoix and elsewhere in the Province of Quebec, Ontario and New-Brunswick.

- 4.1 Transportation will be required between the regions of Charlevoix, Tadoussac, Saguenay and Québec City. Moreover, local shuttle services will be required within the cities of Saguenay, La Malbaie (and surrounding area), Québec City, and other smaller municipalities between May 15 and June 15, 2018 inclusively.
- 4.2 Services to be provided: Outlined below are the transportation requirements during the Summit.

4.2.1 Minimum Vehicles Requirements:

- 4.2.1.1 The Offeror with a call-up must perform the following services and provide one or many of the following vehicle types as described on the call-up:
 - a) Category A1 or A2 buses (48 to 56 passengers);
 - b) Category A3 buses;
 - c) Category A4 buses (20 to 32 passengers);
 - d) Category A5 buses;
 - e) Category A6 buses (8 to 15 passengers);

- f) Passenger vans (7 to 8 passengers);
- g) Sedan or SUV (4-5 passengers);
- h) Category A7 buses. Vehicles for people with reduced mobility can be of various sizes and will be utilized based on availability;
- i) Electric Mini-buses (20 to 32 passengers);
- j) Hybrid Mini-buses (20 to 32 passengers).

Note: All types of vehicles mentioned above must include a minimum of 1 (one) driver.

Note: Retained electric mini-buses would provide shuttle services on a 2km flat circuit in Saguenay (CFB Bagotville).

Note: Retained hybrid mini-buses would be asked to provide shuttle services on a route in La Malbaie.

4.2.1.2 All vehicles must be equipped with the following features:

- a) A reliable telecommunication system;
- b) Functional air conditioning and heating;
- c) A first aid kit;
- d) A fire extinguisher;
- e) A functioning lavatory (Category A1 only);

4.2.1.3 All vehicles must be clean (interior and exterior), sent-free and free from noticeable blemishes on a daily basis.

4.2.2 Contractor's Requirements

4.2.2.1 The Contractor must be able to provide 24-hour-a-day coverage at certain periods of the contract.

4.2.2.2 The Contractor must provide registration and plate numbers for each vehicles.

4.2.2.3 The Contractor will be asked to provide proof of good mechanical condition for each vehicle prior to award of contract. The following documents, when applicable, will be required:

- a) Preventative Maintenance Program Record (QC), Commercial Vehicle Operator Record (ON) or other provincial equivalent;
- b) Annual Inspection Certificates;
- c) Proof of verification of vehicles (copy of the inspection sticker or compliance sticker or other provincial equivalent).

4.2.2.4 The Contractor must be able to replace any vehicle in case of mechanical breakdown. To this effect, the SMO and the RCMP will determine vehicles and drivers on standby along the main routes.

4.2.2.5 The Contractor must guarantee that transportation will be provided according to established schedules.

4.2.2.6 The Contractor must provide proof of safe driving record for each driver and that all drivers are fully qualified to operate the equipment in question.

4.2.2.7 The Contractor must be able to replace any driver unable to attend work for personal and or other reasons. At the request of the Clients, the Contractor agrees to replace any drivers who do not meet the requirements in Section 4.2.4.1.

-
- 4.2.2.8 The Contractor must ensure that all drivers are equipped with a reliable communication system for each driver.
- 4.2.2.9 The Contractor may be asked that the drivers and vehicles used to transport all G7 related employees and other participants remain in designated sites (locations to be determined) during the period of the contract. The contractor must not use the vehicles dedicated for the G7 transportation needs to carry-out other non-G7 related contracts at the same time. Accommodation and up to three (3) meals per shift of twelve (12) hours may be provided by Canada in the event that the Offeror is requested to remain in a specific location.
- 4.2.2.10 The Contractor must permit the passengers to place conference related signage in all the vehicles.
- 4.2.2.11 The Contractor must allow for food consumption in their vehicles while in movement.
- 4.2.2.12 The Contractor will be paid for any parking and airport fees incurred (to be added on invoice).
- 4.2.3 Principal Liaison Officer**
- 4.2.3.1 The Contractors must name a Principal Liaison Officer (point of contact) in order to address any and all issues during the period of the Summit (June 2-10).
- 4.2.4 Drivers requirements**
- 4.2.4.1 The Drivers:
- Must be appropriately uniformed and well groomed.
 - Must abstain to use strong perfume or to smoke just prior to entering the vehicle.
 - Must not behave inappropriately, drive in an unacceptable manner, lack courtesy or use abusive language;
 - Must avail themselves for a period up to 2 full days to attend training offered by the SMO and the RCMP (schedule for training to be determined once contract awarded);
 - Must be able to read and recognize road signs in French;
 - Must be reachable by a communication system (i.e. cell phone) when on duty but on standby (not driving);
 - Must have the right permit to operate the equipment in question;
 - Must have the right to work in Canada.
- 4.2.5 Environmental requirements**
- 4.2.5.1 The Contractor must ensure that the drivers comply with provincial and municipal environmental requirements. The contractor may be asked: to follow eco-responsible driving techniques obtained from past or provided training; to follow environmental best practices during the contract; and provide information on existing environmental practices. Support and guidance can be provided by the SMO. Idling for air conditioning or heating prior to departure must align with municipal regulations and where no regulations are in place, idling should be no longer than 10 minutes for heavy vehicles and 5 minutes for smaller vehicles. The SMO and the RCMP reserves the right to change this guideline based on weather conditions.
- Note:** Eco-responsible driving guidelines will be provided to the drivers during the training provided by the SMO and the RCMP.
- 4.2.5.2 The Contractor must provide the following information in a regular reporting, frequency to be determined by the SMO and RCMP:
- Types of vehicles used (make, model, year of commissioning of each vehicle);

-
- b) Litres of fuel consumed for each vehicle (actual amount or reasonable estimates based on consumption information such as billing, etc.);
 - c) Kilometres travelled for each vehicle (actual amount or reasonable estimates based on information such as odometer readings at the beginning and at the end of the event, etc.);
 - d) Other information may be required.

Note: This information through this exercise will be used by the SMO and RCMP to calculate greenhouse gases emissions. A spreadsheet template will be provided by the SMO and RCMP.

5 SMO and RCMP responsibilities

5.1 The SMO and RCMP are both responsible to:

- a) Conduct security/reliability screening for all the employees of the successful Offerors.
Note: By participating in the bidding process, the Offerors consent to security/reliability screening in order to obtain accreditation for all of their drivers for the Summit. The SMO may reject any application based on this screening process;
- b) Provide all dispatch services for the contracted fleet of vehicles and drivers;
- c) Provide a Primary Lead to liaise with the Contractor's Principal Liaison Officer;
- d) Provide workstations for the Contractor's Principal Liaison Officer in the event that they are required to work within the operations of SMO or the RCMP;
- e) Provide the accreditation guidelines to the Contractor's Principal Liaison Officer once they are available;
- f) Provide training to the drivers;
- g) Provide meals up to three (3) meals per shift of twelve (12) hours for all drivers on standby while on duty;
- h) Provide accommodation for drivers required to remain in a certain location in between two shifts;
- i) Provide scheduled rest periods for drivers as per the *Regulation respecting the hours of driving and rest of heavy vehicle drivers Highway Safety Code* of the province of Québec (Chapter C-24.2, r. 28) ; and
- j) Provide a spreadsheet to collect the information specified at section 4.2.5.2.

Note: Canada reserves the right to verify all data provided by the Contractor.

5.2 The RCMP is also responsible to:

- a) Provide a dedicated marshal for long distance travel.

6 Contractor's responsibilities

6.1 The Contractor is responsible to:

- a) Create and maintain dispatch sheets and log books;
- b) Ensure all telecommunication tools are in good operating condition and working well at all times;
- c) Anticipate any staffing/equipment related issues and take action to correct them;
- d) Ensure the maintenance on all vehicles;
- e) Maintain cleanliness and mechanical soundness of all vehicles during the duration of the event;
- f) Fuel or charge all vehicles as necessary;
- g) Obtain the right vehicle licensing and insurances;
- h) Cover the cost of accommodations and meals for drivers and other staff while not on duty;
- i) Must avail their drivers to follow mandatory training as established by the Government of Canada (schedule to be determined in conjuncture with the Contractors).
- j) Ability to obtain all the different licenses from the Commission des Transports du Québec to be able to legally provide all the services listed in the Requirement.

7 Meetings and Deadlines

- 7.1 The Contractors must provide for review of security clearances and accreditation requirements the names of the drivers and other required staff to the SMO Transportation Lead prior to the end of April 2018;
- 7.2 Complete review of proposed drivers to be assigned, with proof of valid driver's license, clean drivers record, and criminal records check, will be completed by May 15 2018;
- 7.3 There will be a review of staging areas, secured parking areas, and vehicle parking at all locations prior to May 15 2018.
- 7.4 There will be a review/identification of pick and drop off zones at all locations prior to May 15 2018.
- 7.5 During the course of the contract pre-event briefing sessions/training for drivers will take place.
- 7.6 There will be sporadic inspections of vehicles, drivers and equipment (radios, cell-phones, etc.) in the presence of a Contractor's representatives.

Appendix 1 – Schedules and Estimated Number of Vehicles Required

UPON STANDING OFFER ISSUED AND CONTRACT (CALL-UP) AWARDED TO CONTRACTOR (DATE TBC)

Beginning of the proposed transportation coordination work with SMO and RCMP.

A) SMO Schedule

May 15 2018 to May 26 2018:

Service to be provided from 7 am to 10 pm (15 hours per day)

May 27 2018 to June 10 2018:

Service to be provided 24 hours a day

June 11 2018 to June 29 2018:

Service to be provided upon request

B) RCMP Schedule

May 15, 2018 to May 26, 2018:

Service to be provided from 7 am to 10 pm (15 hours per day)

May 27 2018 to June 12 2018:

Service to be provided 24 hours a day

June 13, 2018 to June 29, 2018

Service to be provided upon request

Table 1A – SMO Estimated Number of Vehicles Required (Call-ups to be awarded as soon as possible after Standing Offer issued)

Day Require d (2018)	Category A1-A2 48-56 passengers	Category A3 Urban bus	Category A4 21-29 passeng ers	Category A5 Mini bus 21-24 and School bus	Category A6 8-15 passengers	Passenger Mini Vans 7 passengers	Sedan/SUV 4-5 passengers	Category A7 Adapted bus	Electric bus 21-29 passengers	Hybrid bus 21-29 passengers
May 15 to May 26	6	3	On request	On request	On request	On request	On request	On request	0	0
May 27 to June 4	6	10	4	9	5	9	14	3	0	6
June 5	11	10	4	18	6	9	14	3	4	6
June 6	12	10	4	18	6	9	14	3	4	6
June 7	28	10	4	20	8	15	36	3	4	6
June 8	46	10	4	20	6	15	36	3	4	6
June 9	43	10	4	20	6	15	36	3	4	6
June 10	11	3	4	18	6	9	14	3	0	On request
June 11 to June 29	On request	On request	On request	On request	On request	On request	On request	On request	0	0

Table 1B – RCMP Estimated Number of Vehicles Required (Call-ups to be awarded as soon as possible after Standing Offer issued)

Day Required (2018)	Category A1 48-56 passengers	Category A4 21-29 passengers	Category A6 10-15 passengers
May 15 to May 24	On request	On request	On request
May 25	11	On request	On request
May 26	14	On request	On request
May 27	14	On request	On request
May 28	19	On request	On request
May 29	27	On request	On request
May 30	27	7	On request
May 31	30	9	On request
June 1	41	11	On request
June 2	55	36	On request
June 3	66	42	On request
June 4	77	48	On request
June 5	77	48	On request
June 6	84	48	On request
June 7	86	48	On request
June 8	71	69	On request
June 9	71	69	On request
June 10	71	69	On request
June 11	76	48	On request
June 12	43	26	On request
June 13	10	On request	On request
June 14	7	On request	On request
June 15	7	On request	On request
June 16	On request	On request	On request
June 17 to June 29	On request	On request	On request

ANNEX "B"

B1 Acceptance of Request for Standing Offer Terms and Conditions

- 1.1 By submitting an Offer in response to this Request for Standing Offer, the Offeror agrees that it has read, understood and accepted all of the terms and conditions of the Request for Standing Offer, including the Requirement, Evaluation Criteria and Selection Methodology and any appendices.

B2 Evaluation of Offers

- 2.1 Offers submitted for this requirement must clearly demonstrate that the Offeror meets all of the mandatory criteria listed in the Mandatory Criteria Compliance Grid. Failure to demonstrate this will result in the Standing Offer being declared NON-COMPLIANT and the Offer will be given no further consideration.
- 2.2 The Offer will be evaluated solely on its content and the documentation provided as part of the Offeror's Offer, except as otherwise specifically provided in this solicitation.

B3: Mandatory Criteria

Mandatory Criteria Compliance Grid			
Item	Description	Yes	No
M1	Availability Offerors must provide the quantity of vehicles that they can provide by category described in Annex A – Requirement between April 01 and June 29, 2018.		
M2	Drivers Offeror must confirm that the drivers are able to read and recognize road signs in French.		

B4: Green Criteria for Ground Transportation Services

The department of Public Services and Procurement Canada (PSPC) is implementing the federal government's Policy on Green Procurement. <https://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>

As a result, green procurement criteria are incorporated into this Request for Standing Offer.

#	Category	Environmental Commitment	Yes	No	Required Document	Reference of documents in the bid
E1	Technology	Does a portion of your fleet have hybrid or electric technology?			Complete inventory of the fleet available for the event. Identification of every vehicle that uses hybrid or electric technology.	
		0-5% of your fleet available for the event.				
		5-10% of your fleet available for the event.				
		More than 10% of your fleet available for the event.				

Note: If you do business with a supplier of products and services (subcontractor), you can provide proof of products used by your service provider.

Solicitation No. - N° de l'invitation
M7594-183846/B
Client Ref. No. - N° de réf. du client
M7594-183846

Amd. No. - N° de la modif.
File No. - N° du dossier
LP002. M7594-183846

Buyer ID - Id de l'acheteur
LP002
CCC No./N° CCC - FMS No./N° VME

ANNEX "C"

BASIS OF PAYMENT

Note: The Offerors must submit a price for at least one category of vehicles to be considered responsive. No extra payment will be paid for services or gratuities to the operator. Canada assumes that one price will be submitted by category. Use the table attached to submit your prices.

Note: The daily fee must be established for an estimated distance as stipulated on the table attached for each category over 12 hours, and provide cost estimates for extra mileage during that period of use.

ANNEX "D"

RFSO: M7594-183846



G7 Integrated Security Unit

Non-Disclosure Certification

I hereby agree and understand that I must not disclose to any parties any information regarding any resulting contract agreement. Further I understand any disclosure could compromise the security measures put into place for the G7 Summit in Charlevoix by the RCMP Integrated Security Unit.

I acknowledge that to breach this non-disclosure agreement, without the written consent of the RCMP may result in immediate termination of any contractual agreement.

Signed this _____ day of _____, 2018,

by _____ **(print name)**

of _____, ON
(complete mailing address)

Owner and or Legally Authorized Representative **(signature)** Name of carrier

ANNEX "E" to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

As indicated in Part 3, clause 3.1.2, the Bidder must identify which electronic payment instruments they are willing to accept for payment of invoices.

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);

Offeror:
Category: A1
Description: Deluxe Motorcoach 48-56 pax
Typical use: Movements in between cities
Pricing: 12 hours of service
1 driver
1000 km included

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles of category A1 available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: A2
Description: Deluxe Motorcoach 48-56 pax
Typical use: Movements in between cities
Pricing: 12 hours of service
1 driver
1000 km included

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles of category A2 available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: A3
Description: Urban Bus 35 pax
Typical use: Local transportation
Pricing: 12 hours of service
 1 driver
 Local transportation (Radius of 30 km)

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles of category A3 available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: A4
Description: Deluxe Mini bus 29 pax
Typical use: Local transportation
Pricing: 12 hours of service
1 driver
Less than 700km

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles of category A4 available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: A5
Description: School bus 48 pax
Typical use: Movements in between cities
Pricing: 12 hours of service
 1 driver
 Less than 700km

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles of category A5 available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: A5
Description: Mini bus 21-24 pax
Typical use: Local transportation
Pricing: 12 hours of service
1 driver
Less than 700km

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles of category A5 available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: A6
Description: Mini bus 8-15 pax
Typical use: Local transportation
Pricing: 12 hours of service
1 driver
Less than 700km

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles of category A6 available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: A7
Description: Adapted Mini buses for passengers with mobility issues
Typical use: Local transportation
Pricing: Hourly rate
1 driver

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles of category A7 available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: N/A
Description: Mini van 7 pax
Typical use: Local transportation
Pricing: 12 hours of service
1 driver
Less than 700km

Please indicate the daily rate for the dates submitted:

Please indicate the number of 7 passengers mini vans available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: N/A
Description: Sedan/SUV 4-5 pax
Typical use: Local transportation
Pricing: 12 hours of service
1 driver
Less than 700km

Please indicate the daily rate for the dates submitted:

Please indicate the number of sedans/SUVs available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: N/A
Description:

Pricing (please provide pricing chart):

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>

Offeror:
Category: N/A
Description:

Pricing (please provide pricing chart):

Please indicate the daily rate for the dates submitted:

Please indicate the number of vehicles available per date:

Tuesday, May 15, 2018	<input type="text"/>	Thursday, May 31, 2018	<input type="text"/>
Wednesday, May 16, 2018	<input type="text"/>	Friday, June 1, 2018	<input type="text"/>
Thursday, May 17, 2018	<input type="text"/>	Saturday, June 2, 2018	<input type="text"/>
Friday, May 18, 2018	<input type="text"/>	Sunday, June 3, 2018	<input type="text"/>
Saturday, May 19, 2018	<input type="text"/>	Monday, June 4, 2018	<input type="text"/>
Sunday, May 20, 2018	<input type="text"/>	Tuesday, June 5, 2018	<input type="text"/>
Monday, May 21, 2018	<input type="text"/>	Wednesday, June 6, 2018	<input type="text"/>
Tuesday, May 22, 2018	<input type="text"/>	Thursday, June 7, 2018	<input type="text"/>
Wednesday, May 23, 2018	<input type="text"/>	Friday, June 8, 2018	<input type="text"/>
Thursday, May 24, 2018	<input type="text"/>	Saturday, June 9, 2018	<input type="text"/>
Friday, May 25, 2018	<input type="text"/>	Sunday, June 10, 2018	<input type="text"/>
Saturday, May 26, 2018	<input type="text"/>	Monday, June 11, 2018	<input type="text"/>
Sunday, May 27, 2018	<input type="text"/>	Tuesday, June 12, 2018	<input type="text"/>
Monday, May 28, 2018	<input type="text"/>	Wednesday, June 13, 2018	<input type="text"/>
Tuesday, May 29, 2018	<input type="text"/>	Thursday, June 14, 2018	<input type="text"/>
Wednesday, May 30, 2018	<input type="text"/>	Friday, June 15, 2018	<input type="text"/>