



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
PWGSC/TPSGC Acquisitions Bid Receiving  
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1st Floor/1ère étage, Suite 1212  
100-1045 Main Street  
Moncton  
New Brunswick  
E1C 1H1  
Bid Fax: (506) 851-6759

**REQUEST FOR PROPOSAL**  
**DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

<b>Title - Sujet</b> RISO Emergency Power Sys. Maint.	
<b>Solicitation No. - N° de l'invitation</b> 21207-171934/A	<b>Date</b> 2018-08-14
<b>Client Reference No. - N° de référence du client</b> 21207-171934	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$MCT-032-5433	
<b>File No. - N° de dossier</b> MCT-8-41036 (032)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-08-30</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Daylight Saving Time ADT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Savoie (MCT), Ginette	<b>Buyer Id - Id de l'acheteur</b> mct032
<b>Telephone No. - N° de téléphone</b> (506) 381-2680 ( )	<b>FAX No. - N° de FAX</b> (506) 851-6759
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> CORRECTIONAL SERVICE OF CANADA 2ND FL. 1045 MAIN ST MONCTON New Brunswick E1C1H1 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**

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

**Issuing Office - Bureau de distribution**

Acquisitions NB/PEI (Moncton Office) – Bureau  
d'acquisitions N.-B./Î.-P.-É. (Moncton)  
1045 Main Street / 1045, rue Main  
Moncton  
New Bruns  
E1C 1H1

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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM	Destination	Plant/Usine	Del. Offered Liv. offerte
1	RISO Emergency Power Sys. Maint. RISO Emergency Power Sys. Maint.	21207	21207	1	Each	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	See Herein

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Buyer ID - Id de l'acheteur  
mct032  
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            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:

- Annex A            Statement of Work
- Annex B            Basis of Payment
- Annex C            Electronic Payment Instruments
- Annex D            Mandatory Criteria
- Annex E            List of Directors
- Annex F            Table 1 – Equipment Inventory

## 1.2 Summary

Request for a Regional Individual Standing Offer for the provision of labour, materials, tools, supervision and equipment necessary for inspection, testing, maintenance, repair, parts and replacement and upgrade of emergency electrical power supply system equipment for diesel generators, transfer switches, breakers and disconnects, motor starters and panel boards and diesel fire pump engine.

Services to all emergency electrical power systems and all associated auxiliary equipment at none or more of the following locations:

Atlantic Institution  
13175 Route 8  
PO Box 102  
Renous, New Brunswick  
E9E 2E1

Dorchester Penitentiary  
4902 Main Street  
Dorchester, New Brunswick  
E4Y 2Y9

Springhill Institution  
330 McGee Street  
PO Box 2140  
Springhill, Nova Scotia  
B0M 1X0

Nova Institution  
180 James Street  
Truro, Nova Scotia  
B2N 6R8

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

## 1.3 Debriefings

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

## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

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

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

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

Delete: 60 days  
Insert: 120 days

### 2.1.1 SACC Manual Clauses

SACC Reference	Section	Date
C9000T	Pricing	2010/08/06

### 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 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 FPS, 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 FPS 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.

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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 7 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.

## 2.5 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 **New Brunswick and/or Nova Scotia**.

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

## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 3.1 Offer Preparation Instructions

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

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (1 hard copies)

Section III: Certifications (1 hard copies)

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

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

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

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

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

### **Section I: Technical Offer**

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

### **Section II: Financial Offer**

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

#### **3.1.1 Electronic Payment of Invoices - Offer**

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

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

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

#### **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**

Mandatory Technical Criteria as specified in Annex A.

#### **4.1.2 Financial Evaluation**

SACC Manual Clause [M0220T](#) (2016/01/28), Evaluation of Price - Offer

#### **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 Offer and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price 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.

#### **5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information**

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to

provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the offer non-responsive.

### **5.2.1 Integrity Provisions – Required Documentation**

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

### **5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification**

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](https://www.canada.ca/en/employment-social-development/canada-labour) 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.

Canada will also have the right to terminate the Call-up for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Offeror must provide the Standing Offer Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before the issuance of a Standing Offer. If the Offeror is a Joint Venture, the Offeror must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

### **5.2.3 Additional Certifications Precedent to Issuance of a Standing Offer**

#### **5.2.3.1 Workers Compensation Certification – Letter of Good Standing**

The Bidder must have an account in good standing with the applicable provincial or territorial Workers' Compensation Board.

The Bidder must provide, within two (2) days following a request the Contracting Authority, a certificate or Letter from the applicable Workers' Compensation Board confirming the Bidder's good standing account. Failure to comply with the request may result in the bid being declared non-responsive.

## **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 Statement of Work 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**

The period for making call-ups against the Standing Offer is from September 1, 2018 to August 31, 2019.

### **6.4.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional 4 period, from September 1, 2019 to August 31, 2020, from September 1, 2020 to August 31, 2021, from September 1, 2021 to August 31, 2022 and from September 1, 2022 to August 31, 2023 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 10 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

## **6.5 Authorities**

### **6.5.1 Standing Offer Authority**

The Standing Offer Authority is:

Name: Ginette Savoie  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Address: 1045 Main Street, 4<sup>th</sup> Floor  
Telephone: 506-381-2680  
Facsimile: 506-851-6759  
E-mail address: [ginette.savoie@pwgsc-tpsgc.gc.ca](mailto:ginette.savoie@pwgsc-tpsgc.gc.ca)

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MCT -8-41036

Buyer ID - Id de l'acheteur  
mct032  
CCC No./N° CCC - FMS No./N° VME

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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:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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

### 6.5.3 Offeror's Representative – Offerors are to provide following information

**Name:**  
  
**Title:**  
  
**Organization:**  
  
**Address:**  
  
**Telephone:**  
  
**Facsimile:**  
  
**E-mail address:**

### 6.6 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.

### 6.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Correctional Service of Canada – Atlantic Region

## 6.8 Call-up Instrument

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

## 6.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$40,000 (Applicable Taxes included).

## 6.10 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$2,909,500.00 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 four (4) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

## 6.11 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2017/06/21), General Conditions - Standing Offers - Goods or Services
- d) Annex A, Statement of Work
- e) Annex B, Basis of Payment
- f) the Offeror's offer dated \_\_\_\_\_ (*insert date of offer*),

## 6.12 Certifications and Additional Information

### 6.12.1 Compliance

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

### 6.12.2 SACC Manual Clauses

SACC Refence	Section	Date
A0285C	Workers Compensation	2007/05/25

## 6.13 Applicable Laws

Solicitation No. - N° de l'invitation  
21207-171934/A  
Client Ref. No. - N° de réf. du client  
21207-171934

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MCT -8-41036

Buyer ID - Id de l'acheteur  
mct032  
CCC No./N° CCC - FMS No./N° VME

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

## **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 Statement of Work**

The Contractor must perform the Work described 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.

### **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.

### **6.4 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.

### **6.5 Payment**

#### **6.5.1 Basis of Payment – Firm Price, Firm Unit Price(s) or Firm Lot Price (s)**

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 Annex B. 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.

#### **6.5.2 Limitation of Price**

*SACC Manual* clause [C6000C](#) (2011/05/16) Limitation of Price

### 6.5.3 SACC Manual Clauses

SACC Reference	Section	Date
A9117C	T1204 – Direct Request by Customer Department	2007/11/30
H1001C	Multiple Payments	2008/05/12

### 6.5.4 Electronic Payment of Invoices – Call-up – To be confirmed at issuance of standing offer

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)

### 6.6 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 is identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

(Derived from – Provenant de: H5001C, 2008/12/12)

### 6.7 Insurance Requirements

#### Insurance - Specific Requirements

The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

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

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

(Derived from - Provenant de: G1001C, 2013/11/06 )

### **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 \$2,000,000 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 Works 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 Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - 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) Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.

- o) All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.
- p) Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.
- q) Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- r) 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.

*(Derived from - Provenant de: G2001C, 2018/06/21 )*

## **6.8 Federal Contractors Program for Employment Equity - Default by the Contractor**

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

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**Objective:**

The work under this Standing Offer Agreement includes the provision of all labour, materials, tools, supervision and equipment necessary for inspection, testing, maintenance, repair, parts replacement and upgrade of Emergency Electrical Power Supply System Equipment as indicated in Table -1 Equipment Inventory, including :

- Diesel Generator (s)
- Transfer Switch (s)
- Breaker (s) and Disconnect (s)
- Motor Starter (s) and Panel Board (s)
- Diesel Fire Pump engine (s)

This standing offer will also be use for service call and repair situations where supplier is required to bring the equipment operational since it's not functioning per intended design.

**Location:**

The supplier must provide services on all Emergency Electrical Power Supply System and all associated auxiliary equipments **at one or more of** the following locations:

<p><b>Atlantic Institution</b> 13175 Route 8 PO Box 102 Renous, New Brunswick E9E 2E1</p> <p>Technical Authority Chief Facilities Management: Tel: (506) 623-4204 Fax: (506) 623-4288</p>	<p><b>Dorchester Penitentiary</b> 4902 Main Street Dorchester, New Brunswick E4K 2Y9</p> <p>Technical Authority Chief Facilities Management: Tel: (506) 379-4507 Fax: (506) 379-4641</p>
<p><b>Nova Institution</b> 180 James Street Truro, Nova Scotia B2N 6R8</p> <p>Technical Authority Chief Facilities Management: Tel: (902) 597-0190 ext 2190 Fax: (902) 597-3262</p>	<p><b>Springhill Institution</b> 330 McGee Street PO Box 2140 Springhill, Nova Scotia BOM 1X0</p> <p>Technical Authority Chief Facilities Management: Tel: (902) 597-0190 ext 2190 Fax: (902) 597-3262</p>

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**Scheduling;**

The Supplier must provide required inspection at the following frequency;

**Inspection Frequency table:**

Generator	Semi-Annual Inspection
Generator	Annual Inspection
Generator	Quinquennial Inspection

The Supplier must ensure that proper notification procedures are in place to avoid false alarms during service, repairs and testing of the equipment.

**Deficiencies;**

While the Supplier is on site, deficiencies discovered that can be repaired with available material from the Supplier's stock must be invoice as per the Basis of Payment in the standing offer. The approval to proceed with this corrective work can only be authorized by the Technical Authority.

For any repairs associated with the Equipment Inventory or other, the Supplier must submit to the Technical Authority for review, within forty-eight hours, a comprehensive part & labour cost summary and the reason for repair(s). The proposed repairs must not proceed without prior consent via a call up from the Technical Authority.

**Manufacturer equipment;**

The Supplier must have the complete operational and adjustment procedures of the manufacturers for the equipment concerned, including direct access to the manufacturer's technical support services and service bulletins. The supplier must ensure the manufacturer's recommendations are submitted to the Technical Authority for review to maintain the equipment at its original performance level to provide trouble-free operations.

The manufacturers may possess Proprietary Rights on some or all of the equipment listed in Table 1 – Equipment Inventory. Should a need arise to test, inspect, reconfigure, replace or reprogram such equipment, the Supplier must advise the Technical Authority prior any work.

**Report;**

The supplier must provide to the Technical Authority, after each visit, a service report containing all details of work performed. When applicable, the supplier must provide a list of defects/deficiencies discovered during the visit with recommended corrective actions and estimated budget cost to correct any deficiencies. The supplier must provide all activities report to the following email:

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[GEN-ATLRHQTechServ@csc-scc.gc.ca](mailto:GEN-ATLRHQTechServ@csc-scc.gc.ca).

The supplier is responsible to provide a semi-annual, annual and quinquennial inspection report as per the frequency table. A detailed and comprehensive signed inspection report must be submitted to the Technical authority no later than five working days following the completion of the inspections.

The report must include the major and minor deficiencies noted during the inspections, tests, checks, maintenance and service defined within this Statement of Work.

The Supplier must also identify in the report any modifications or improvements to the equipment or system(s) that will enhance equipment serviceability, life expectancy and/or efficiency.

All documents within the report are to be presented in Adobe Acrobat PDF format.

**Emergency service;**

The supplier will advise the Technical Authority of the telephone number at which he/she or his/her representative may be contacted 24 Hours a day, 7 days a week.

The supplier must provide emergency service during and after regular hours with an on-site response time of 4 hours or agreed upon response time with Technical Authority.

The supplier must respond to service call 24 Hr/day, 7 days a week. For an outside regular work hours' service call, the supplier must contact the Technical Authority on the first working day to obtain a work order number.

**Supplier's responsibilities;**

The supplier must report to the site with a service vehicle which is well stocked with replacement parts to carry out repairs on the system in use in these facilities.

The supplier must remove and dispose of debris, used and obsolete material on a daily basis.

The Supplier must submit the fuel sample to a qualified laboratory certified to perform analysis on diesel fuel for contamination and fuel degradation.

**Semi-Annual Requirements**

The semi-annual maintenance, checks, inspections and tests must also include the applicable weekly and monthly requirements.

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**Annual Requirements**

The annual maintenance, inspection and tests must also include the applicable weekly, monthly and semi-annual requirements.

As part of the annual checking, inspection and testing procedures the Supplier must be responsible for necessary cabling for connection to the Emergency Electrical Power Supply System or Systems being tested, to meet the required maximum load capacity of the generator.

The Supplier must provide their installation location and isolation procedures to the technical Authority as part of the Annual Inspection.

The Supplier must submit a detailed sequence of operation for all of the events covered under the Annual inspection.

The Supplier must provide a liquid analysis report for the anti-freeze and lubricating oil liquid.

**Five Year Requirements**

The five-year maintenance, checking, inspection and testing must be performed in the first optional year of the Standing Offer.

The five-year maintenance, checking, inspection and testing procedures requires the Supplier to perform a vibration analysis of the generator and engine, during both full-load and cool down periods.

Vibration analysis results must be compared with the Original Equipment Manufacturers' (OEM) established and recommended tolerance figures. Results are to be submitted with the Annual report.

**Equipment Annunciation;**

The following equipment must be inspected and tested during to ensure correct communication and annunciation between Generator Control Panel and Other Relevant Equipment:

- a) Engine
- b) Generator
- c) Fuel system
- d) Ventilation systems
- e) Building Automation System (BAS)
- f) Power distribution transfer switches.
- g) Fire alarm system.
- h) Battery charger.

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**Ventilation System;**

When applicable Room air supply and exhaust system(s) motorized dampers must be:

- a) Cleaned and inspected.
- b) Operated over full cycle to confirm proper operation.
- c) Tested to ensure that dampers open and close to proper positions.
- d) Inspected to ensure that motor shaft and linkage is not damaged or obstructed.
- e) Linkage must be lubricated.

Room/enclosure air supply and exhaust system(s) room thermostat must be tested for correct and accurate operation.

Room/ enclosure air supply and exhaust system(s) fan and motor assembly must be:

- a) Checked for excessive noise, vibration and overheating.
- b) Inspected to ensure fan blades are clean.
- c) Checked to confirm belt, condition, tension and alignment
- d) Lubricated.
- e) Cleaned internally and externally.
- f) Tested to insure that fan rotates freely.
- g) Inspected for solid mounting. Tighten mounting bolts if found to be loose.
- h) Inspected for shaft play and bearing wear. Recommend replacement of defective equipment if discovered.
- i) Inspected to ensure integrity of safety guard, if fitted with such.

**Security;**

The supplier's technicians are required, upon arrival to the site facility to provide identification (ID) and log into the institutional Visitor's Register maintained at the Principal Entrance.

The supplier must, upon arrival on site, submit a complete tools list (3 copies). Any missing or lost tools must be reported to the Correctional Manager desk by the supplier or escort staff/commissionaire.

**Technician requirements;**

When responding to a service request, the supplier must send one licensed technician. For any additional licensed technician or apprentices' requirements, it must be pre-approved in writing by the Technical Authority.

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The Supplier must notify the Technical Authority by phone within an hour and subsequently to follow up with a written report by fax or e-mail within twenty-four hours of any negligent operation or misuse of the equipment by Canada and other parties. The Supplier may be required to make repair or replace components necessitated by such occurrence at extra cost.

**Replacement Parts:**

The supplier is required to repair or replace worn or defective parts of the system(s) using only genuine manufacturer's replacement parts.

Replacement parts by another manufacturer may be used with permission of the Technical Authority.

The supplier must request direction from the Technical Authority prior to replacing any component.

Maintain sufficient supply of replacement parts to prevent extended downtime. Defective parts must be replaced within twenty-four (24) hours or with timeframe approved by the Technical Authority.

**Log Books:**

The supplier is responsible for supplying and completing the CSA 282 "Emergency Generator Log book" of the inspection, testing and maintenance of each piece of equipment. This log must be kept on site in the equipment room, if applicable. The log must include:

- ✓ the date on which an inspection, testing and maintenance exercise was carried out;
- ✓ the name(s) of the person(s) who performed the inspection, testing and maintenance;
- ✓ replacement parts list;
- ✓ notes on any unsatisfactory conditions observed or discovered and the steps taken to correct such conditions; and

The completed original logbooks must be submitted to the Technical Authority and become the property of Canada.

**Compliance Requirements:**

The supplier must conform to the following Codes and Standards applicable at the time of installation or alteration:

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- CAN/CSA C282 Emergency electrical power supply for buildings.
- CAN/CSA Control of hazardous energy – Lockout and other methods.
- CAN/CSA Z462 Workplace Electrical Safety (Arc Flash Protection)
- CAN/CSA B-139 Installation code for oil-burning equipment.

Comply with the Canada Labour Code Part II and the Canada Occupational Health and Safety Regulations.

Comply with the Provincial Occupational Health and Safety Act and following Occupational General Safety Regulations.

The supplier and his/her personnel must adhere to the Federal Government 'No Smoking' policy while in Federal facilities and/or scent free policy where applicable.

The supplier must have certified technicians performing the work as per applicable Provincial or Federal requirements. The technician must maintain their applicable provincial certification to work in our facilities.

Supplier personnel must submit to a Canadian Police Information Centre (CPIC) verification of identity / information by CSC, and must adhere to institutional requirement for the conduct of searches prior to admittance to the institution / site. CSC reserves the right to deny access to any institution / site or part thereof of any Supplier personnel, at any time. The supplier will be under direct escort by commissionaires or a delegate.

**Facilities Closure:**

The supplier must perform all work during the regular working hours (07:30 to 17:00 hours) of the regular working days. If work is required outside of the regular working hours, alternate pre-approved arrangement can be made to accommodate the supplier.

In case of "CLOSURE OF GOVERNMENT FACILITIES" in regards to delays caused by the Crown at the site, the following will apply:

- ✓ Where the supplier or the supplier's employees are providing services on government premises pursuant to this contract and the said premises become non accessible due to evacuation or closure of government facilities, and consequently no work is being performed as a result of the closure, the Crown will not be liable for payment to the supplier for the period of closure.

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- ✓ In the event of closure, the supplier must immediately notify the Site Authority or his/her delegate. The supplier will be compensated for the time to return at their closest office or at a maximum of 2 hours whichever is less.

**Invoicing:**

The Supplier must allow 30 days from delivery of invoice for payment without interest charges. The Supplier may not invoice prior to performance of the service or delivery of the goods.

Invoice should show:

- Standing Offer Agreement Number.
- Work Location and date (Provided by CSC representative).
- Hours Broken down as per Unit Price Table.
- Material net cost and % mark-up.
- Trades Person(s) name

All invoice should be typed not hand written.

In the event of a dispute, the supplier is to make any and all records available to the Department to substantiate time and/or material spent on any one job.

All invoices for the fiscal year must be submitted to payment before April 10 of each calendar year.

Rates to include labour, tools, equipment, transportation, supervision, travel time and vehicle surcharge/costs.

The semi annual and annual inspection is a flat rate to perform all the required inspection, testing and maintenance (ITM) of the emergency generator.

For service call or deficiencies repairs, the payable time will be an hourly rate and a markup on landed cost for parts.

Payable time start upon arrival at the work location.

Service call is a minimum 3 Hours charge.

Correctional Service Canada wants to promote usage of apprenticeship programs and when approved by the Project Authority, apprentices can perform the work and the contractor will be compensated at 70% of the applicable Trades unit price.

Financial coding 20731.253

**ATLANTIC: Year 1; 2018-2019**

Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1		
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1		
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	160		

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	40			
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	32			
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	16			
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount				\$50,000.00

<b>ATLANTIC: Optional Year 1; 2019-2020</b>						
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount	
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1			
2	Annual and Quinquennial inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1			
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	160			

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	40		
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	32		
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	16		
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$50,000.00

<b>ATLANTIC: Optional Year 2; 2020-2021</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1		
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1		
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	160		

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	40		
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	32		
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	16		
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$50,000.00

<b>ATLANTIC: Optional Year 3; 2021-2022</b>					
<b>Item</b>	<b>Description</b>	<b>Unit of item</b>	<b>Estimated Quantity</b>	<b>Unit price (Rate)</b>	<b>Extended Amount</b>
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1		
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1		
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	160		

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	40		
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	32		
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	16		
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$50,000.00

<b>ATLANTIC: Optional Year 4; 2022-2023</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1		
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1		
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	160		

4	<p><b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.</p>	Hour	40		
5	<p><b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)</p>	Hour	32		
6	<p><b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.</p>	Hour	16		
7	<p><b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b></p>	Amount			\$ 50,000.00

Rates to include labour, tools, equipment, transportation, supervision, travel time and vehicle surcharge/costs.

The semi annual and annual inspection is a flat rate to perform all the required inspection, testing and maintenance (ITM) of the emergency generator.

For service call or deficiencies repairs, the payable time will be an hourly rate and a markup on landed cost for parts.

Payable time start upon arrival at the work location.

Service call is a minimum 3 Hours charge.

Correctional Service Canada wants to promote usage of apprenticeship programs and when approved by the Project Authority, apprentices can perform the work and the contractor will be compensated at 70% of the applicable Trades unit price.

Financial coding 20731.253

**DORCHESTER: Year 1; 2018-2019**

Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	80	\$	\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	60	\$	\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	24	\$	\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$100,000.00

<b>DORCHESTER: Optional Year 1; 2019-2020</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$
2	Annual and Quinquennial inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	80	\$	\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	60	\$	\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	24	\$	\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$100,000.00

<b>DORCHESTER: Optional Year 2; 2020-2021</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	80	\$	\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	60	\$	\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	24	\$	\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$100,000.00

<b>DORCHESTER: Optional Year 3; 2021-2022</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	80	\$	\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	60	\$	\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	24	\$	\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$ 100,000.00

<b>DORCHESTER: Optional Year 4; 2022-2023</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$

4	<p><b>Service call; Certified Electrical Generator Systems Technician.</b>  During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.</p>	Hour	80	\$	\$
5	<p><b>Service call; Licensed Electrician</b>  During regular working Hours  (Monday through Friday, 7h30-17h00 hours)</p>	Hour	60	\$	\$
6	<p><b>Service call; Licensed Electrician</b>  During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.</p>	Hour	24	\$	\$
7	<p><b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b></p>	Amount		\$	\$ 100,000.00

Rates to include labour, tools, equipment, transportation, supervision, travel time and vehicle surcharge/costs.

The semi annual and annual inspection is a flat rate to perform all the required inspection, testing and maintenance (ITM) of the emergency generator.

For service call or deficiencies repairs, the payable time will be an hourly rate and a markup on landed cost for parts.

Payable time start upon arrival at the work location.

Service call is a minimum 3 Hours charge.

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Financial coding 20731.253

SPRINGHILL: Year 1; 2018-2019						
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount	
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$	
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$	
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$	

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	80	\$	\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	60	\$	\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	24	\$	\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$100,000.00

<b>SPRINGHILL: Optional Year 1; 2019-2020</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$
2	Annual and Quinquennial inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	80	\$	\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	60	\$	\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	24	\$	\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$100,000.00

<b>SPRINGHILL: Optional Year 2; 2020-2021</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	80	\$	\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	60	\$	\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	24	\$	\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$100,000.00

<b>SPRINGHILL: Optional Year 3; 2021-2022</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	80	\$	\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	60	\$	\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	24	\$	\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$100,000.00

<b>SPRINGHILL: Optional Year 4; 2022-2023</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1	\$	\$
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1	\$	\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	320	\$	\$

4	<p><b>Service call; Certified Electrical Generator Systems Technician.</b>  During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.</p>	Hour	80	\$	\$
5	<p><b>Service call; Licensed Electrician</b>  During regular working Hours  (Monday through Friday, 7h30-17h00 hours)</p>	Hour	60	\$	\$
6	<p><b>Service call; Licensed Electrician</b>  During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.</p>	Hour	24	\$	\$
7	<p><b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b></p>	Amount			\$100,000.00

Rates to include labour, tools, equipment, transportation, supervision, travel time and vehicle surcharge/costs.

The semi annual and annual inspection is a flat rate to perform all the required inspection, testing and maintenance (ITM) of the emergency generator.

For service call or deficiencies repairs, the payable time will be an hourly rate and a markup on landed cost for parts.

Payable time start upon arrival at the work location.

Service call is a minimum 3 Hours charge.

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Financial coding 20726.253

NOVA: Year 1; 2018-2019						
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount	
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1		\$	
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1		\$	
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	40		\$	

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	20		\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	16		\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	8		\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$25,000.00

<b>NOVA: Optional Year 1; 2019-2020</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1		\$
2	Annual and Quinquennial inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1		\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	40		\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	20		\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	16		\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	8		\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$25,000.00

NOVA: Optional Year 2; 2020-2021					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1		\$
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1		\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	40		\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	20		\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	16		\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	8		\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$25,000.00

<b>NOVA: Optional Year 3; 2021-2022</b>						
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount	
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1		\$	
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1		\$	
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	40		\$	

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	20		\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	16		\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	8		\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$25,000.00

<b>NOVA: Optional Year 4; 2022-2023</b>					
Item	Description	Unit of item	Estimated Quantity	Unit price (Rate)	Extended Amount
1	Semi-annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance)	Flat rate	1		\$
2	Annual inspection, testing and maintenance flat rate. (includes all necessary filters and oil for the equipment maintenance, also including the supply of the load bank)	Flat rate	1		\$
3	<b>Service call; Certified Electrical Generator Systems Technician.</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	40		\$

4	<b>Service call; Certified Electrical Generator Systems Technician.</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	20		\$
5	<b>Service call; Licensed Electrician</b> During regular working Hours (Monday through Friday, 7h30-17h00 hours)	Hour	16		\$
6	<b>Service call; Licensed Electrician</b> During outside regular working hours from Monday to Friday, weekends and Statutory Holidays.	Hour	8		\$
7	<b>Allowance for parts. Landed cost, plus a markup of 20% applied. The Technical Authority may request original part receipt at his discretion.</b>	Amount			\$25,000.00

## **ANNEX C – ELECTRONIC PAYMENT INSTRUMENT**

The Bidder accepts any of the following Electronic Payment Instrument(s):

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



ANNEX D  
MANDATORY EVALUATION CRITERIA  
21207-171934

Supplier: \_\_\_\_\_

**Mandatory Evaluation Criteria**

1. Offers MUST meet all of the following mandatory requirements. Offers must be supported by proper and adequate detail, particularly where a mandatory item requires supporting evidence. **Those not meeting all of these mandatory requirements will be given no further consideration.**
2. The mandatory evaluation criteria are:

**ATTENTION OFFERORS: WRITE THE RELEVANT PAGE NUMBER(S) FROM YOUR OFFER WHICH ADDRESSES THE REQUIREMENT BESIDE THE CRITERIA BELOW.**

Item #	Requirement	FOR EVALUATION PURPOSES ONLY	
		Page #	Met / Not Met
1.	Provide proof that bidder has an account in good standing with the applicable provincial Worker's Compensation Board/Commission.		
2.	Provide a copy of company Commercial General Liability Insurance or a Letter from a Canadian insurance company stating that they are eligible if awarded the Standing Offer.		
3.	Provide proof of valid certificate of Qualification for 1 service personnel as a Certified Electrical Generator Systems Technician or equivalent. The technician shall hold a minimum two (2) years of experience to carry out work as defined by the attached Statement of Work.		
4.	<b>Workplace Electrical Safety (Arc Flash) as per CSA Z462-08 or equivalent</b> A valid training record certification stating the technician has received Health and Safety Training on CSA Z462-08 or equivalent requirements.		
5.	The contractor must have a minimum of 5 years' experience in providing satisfactory Emergency Power System inspection, testing and Maintenance as per CSA-282.  <b>Bidders must provide the following details as to how the stated experience was obtained;</b> <ol style="list-style-type: none"> <li>1. Name of 3 current client and contact information.</li> <li>2. The total numbers of years of experience performing the above mentioned.</li> <li>3. Details about the work performed.</li> </ol>		

Evaluation Team

Department \_\_\_\_\_ Evaluator's Name (Print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_



**Equipment table: Dorchester Institution, 4902 Main Street, Dorchester, New Brunswick, E4K 2Y9**

#	Location	Equipment tag	YEAR	Make	Model	Serial Number	Description	Fuel	Capacity/ Output
1	220-C5- Emergency Generator room	GEN01		Detroit Diesel 92	Spectrum 350 KW		586 HP Emergency Generator	Diesel	350 KW
2	220-C5- Emergency Generator room	GEN02		Detroit Diesel 92	Spectrum 350 KW		586 HP Emergency Generator	Diesel	350 KW
3	220-C5- Emergency Generator room	EPP01		ASCO	7000 Series		Emergency Power Panel	-	
4	220-C5- Emergency Generator room	ATS01		ASCO	5200 Series		Automatic Transfer Switch Power Manager ASCO 5200 Series	-	
5	220-C5- Emergency Generator room	ATS02		ASCO	5200 Series		Automatic Transfer Switch Power Manager ASCO 5200 Series	-	
6	220-C5- Emergency Generator room	ATS03		ASCO	5200 Series		Automatic Transfer Switch Power Manager ASCO 5200 Series	-	

**Equipment table: Nova Institution, 180 James Street, Truro, Nova Scotia, B2N 6R8**

#	Location	Equipment tag	YEAR	Make	Model	Serial Number	Description	Fuel	Capacity/ Output
1	250-Outside Front of Main Building	GEN01		MTU	DS00400D6SNAH1574	338085-1-1-1011	400 Kw Emergency Generator	Diesel	300 Kw
2	250 Main Building (Elec. Room 1143)	ATS01	02/2007	Kohler-400 Amps	KBS-DNWA-0400S	K2143883	Automatic Transfer Switch	-	600v/3Ph/30H
3	250 Main Building (Elec Room 023)	ATS02	07/2014	ASCO	7000 Series	989077	3 Pole – 200 Amps ATS	-	600Y/347

**Equipment table: Atlantic Institution, 13175 Route 8, PO Box 102, Renous, New Brunswick, E9E 2E1.**

#	Location	Equipment tag	YEAR	Make	Model	Serial Number	Description	Fuel	Capacity/ Output
1	231-MD-M8C	GEN01	2010	Caterpillar	LC6 (arrangement: 235-1215; engine C15)	generator: G6B17498 engine: FSE03482	500 kW Emergency Generator	Diesel	500kW; 550HP
2	231-MD-M8C	GEN02	2011	Caterpillar	LC6 (arrangement: 235-1214; engine C15)	generator: G6B18050 engine: FSE037564	500 kW Emergency Generator	Diesel	500kW; 550HP
3	231-MD-M8C	ATS01		ASCO	7000 Series	506005	CAT#107ATBA30400R5XE		
4	231-Electrical room	ATS02	04/2011	ASCO	7000 Series	659836-1	CAT# 107ATBC30600R5XC		600V&600A -3Phase, 4 Wire, 60 Hertz
5	231-MR 2	ATS03	04/2011	ASCO	7000 Series	659838	CAT# 407ATBC30800R5XC		600V&800A -3Phase, 4 Wire, 60 Hertz
6	231-Tunnel	ATS04		ASCO	7000 Series	659838-2	CAT # J07ATBC30600R5XC		600V&600A -3Phase, 4 Wire, 60 Hertz
8	231-11	100-PUM01	1985	Aurora	20AC10 (900 SERIES)		Pump (from Diesel engine), 250 ft. T.D.H, Diesel generator.	Diesel	1500 us gpm
9	231-11	100-PUM01	1985	Cummins	V-304-F2	20243906	Diesel Fire Pump Engine	Diesel	

**Equipment table: Springhill Institution, 330 McGee Street, PO Box 2140, Springhill, Nova Scotia, B0M 1X0**

#	Location	Equipment tag	YEAR	Make	Model	Serial Number	Description	Fuel	Capacity/ Output
1	A5-103	GEN01	1991	Detroit Diesel / Kohler	500R0ZD91	293493	750 HP Emergency Generator	Diesel	750 HP
2	A5-103	GEN02	1991	Detroit Diesel / Kohler	500R0ZD91	293503	750 HP Emergency Generator	Diesel	750 HP
3	A5-104	ATS03	04/2012	ASCO 962 - 600 Amps	7000 Series	844714-1	Automatic Transfer Switch		4-pole; 800AMPS
4	A5-104	ATS02	04/2012	ASCO 962 - 600 Amps	7000 Series	844716	Automatic Transfer Switch		4-pole; 600AMPS
5	19-129	ATS01	04/2012	ASCO 962 - 600 Amps	7000 Series	844714	Automatic Transfer Switch		