

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Bid Receiving
PWGSC
33 City Centre Drive
Suite 480C
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095**

Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)
Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Public Works and Government Services Canada
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

| | |
|---|---|
| Title - Sujet Supply & Servicing of Window Blinds | |
| Solicitation No. - N° de l'invitation W6854-190120/A | Date 2018-10-09 |
| Client Reference No. - N° de référence du client W6854-190120 | GETS Ref. No. - N° de réf. de SEAG PW-\$TOR-014-7620 |
| File No. - N° de dossier TOR-8-41050 (014) | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-11-19 | Time Zone Fuseau horaire Eastern Standard Time EST |
| Delivery Required - Livraison exigée See Herein | |
| Address Enquiries to: - Adresser toutes questions à: Vandonk, Tyler | Buyer Id - Id de l'acheteur tor014 |
| Telephone No. - N° de téléphone (905)615-2065 () | FAX No. - N° de FAX () - |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE CFB Borden - RP Operations Unit 1000, Bldg P-154, Room 217A 16 Ramillies Road Borden Ontario L0M1C0 Canada | |
| Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité. | |

Instructions: See Herein

Instructions: Voir aux présentes

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

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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 Statement of Work, the Basis of Payment, the Electronic Payment Instruments and any other annexes

1.2 Summary

- 1.2.1 The Department of National Defence (DND), Base Construction Engineering Unit, Canadian Forces Base Borden, Ontario has a requirement for the Supply and Installation, and servicing of Window Blinds.

The Contractor must perform repairs to existing blinds and supply and install new window coverings on an "as and when requested" basis, strictly adhering to all applicable rules, codes and standards.

The period of the Standing Offer is for one year with 4 optional one year extensions.

Offerors must submit a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2006.

Offerors in receipt of a pension or a lump sum payment must provide the required information as detailed in article 3 of Part 2 of the Request for Standing Offers (RFSO).

- 1.2.2 The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).
- 1.2.3 There is a mandatory site visit associated with this requirement. Consult Part 2 – Bidders Instructions.
- 1.2.4 This RFSO allows offerors to use the epost Connect service provided by Canada Post Corporation to transmit their offers electronically. Offerors must refer to Part 2 of the RFSO entitled Offeror Instructions and Part 3 of the RFSO entitled Offer Preparation Instructions, for further information on using this method.

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](#) (2018-05-22) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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

Delete: 60 days
Insert: 120 days

2.2 Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated in the RFSO.

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.

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 ten (10) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

2.5 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 Ontario.

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.

2.6 Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at 16 Ramilies Road, Borden ON on May 1st, 2018. The site visit will begin at 10:00 AM EDT, in Building P-154.

Bidders must communicate with the Contracting Authority before the scheduled visit to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders will be required to sign an attendance sheet. Bidders should confirm in their bid that they have attended the site visit. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

Due to the nature of the RFSO, offers transmitted by epost Connect service and by facsimile will not be accepted.

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

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). 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.

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

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

- a) The Bidder must provide in writing a statement the company and its personnel participating in this contract have current knowledge of applicable Ontario Building Code legislation.
- b) The Bidder must provide a written statement demonstrating that the company and all personnel in this contract have current and valid WSIB certification.
- c) The Bidder must demonstrate their ability to supply, install and repair Window Blinds by providing a detailed description of 2 previous projects similar in size and context. The Bidder must provide their customer's name and contact information (Telephone and email) from the projects described above. The customer may be contacted to verify the details provided.

4.1.2 Financial Evaluation

- 4.1.2.1** The price used in the Financial Evaluation will be calculated in accordance with Annex B, Basis of Payment. Firm rates will be established for all items for the firm year and all the extension years. The aggregate of the extended prices derived from the Estimated Usage will be used as the bid evaluation price.

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

4.2 Basis of Selection

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

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

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](https://www.canada.ca/en/employment-social-development/canada-labour's) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

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.

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

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

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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 Statement of Work at Annex A.

7.2 Security Requirements

7.2.1 There is no security requirement applicable to the Standing Offer.

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

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

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

The quarterly reporting periods are defined as follows:

- first quarter: April 1 to June 30
- second quarter: July 1 to September 30
- third quarter: October 1 to December 31
- fourth quarter: January 1 to March 31

The data must be submitted to the Standing Offer Authority no later than 30 calendar days after the end of the reporting period.

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 Contract award to 31 October 2019 inclusive.

7.4.2 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 four periods, for one year each 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 30 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.4.3 Delivery Points

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

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Tyler Vandonk
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Ontario Region
Address: 33 City Centre Dr.
Mississauga, ON

Telephone: 905-615-2065

E-mail address: tyler.vandonk@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:

Name: _____ (to be provided at Standing Offer award)
Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - ____
Facsimile: ____ - ____ - ____
E-mail address: _____

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

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

7.5.3 Offeror's Representative (to be provided at Standing Offer award)

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: Department of Defence, Canadian Forces Base (CFB) Borden.

7.8 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 2 and 3 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. 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.

7.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$10,000.00 (Applicable Taxes included).

7.10 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$ (xxx) (Applicable Taxes excluded), unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 1 month before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

7.11 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) the general conditions 2010C (2018-06-21) General conditions: Services (medium complexity);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex D, Standing Offer Reporting 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*).

7.12 Certifications and Additional Information

7.12.1 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.

7.13 Applicable Laws

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

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 Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

2010C (2018-06-21), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

7.3 Term of Contract

7.3.1 Period of the Contract

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

7.3.2 Delivery Date

Delivery 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 Annex B, Basis of Payment, for a cost of \$ _____. 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.

7.5.2 Limitation of Price

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

7.5.3 Single Payment

SACC Manual clause H1000C (2008-05-12) Single Payment

7.5.5 Electronic Payment of Invoices – Call-up

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);

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.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
 - b. a copy of the release document and any other documents as specified in the Contract;
and
 - c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses.
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.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.7 Insurance

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

ANNEX A: STATEMENT OF WORK
SUPPLY & INSTALLATION OF WINDOW BLINDS

1. Background

Base Construction Engineering Unit is responsible for the Servicing & Supply of Window Blinds at CFB Borden, Ontario. In the performance of this responsibility exists a requirement for a qualified company to execute all Call-ups as requested (DND 942) on a Standing Offer Agreement (SOA) in support of all Units.

2. Objective

The contractor must be responsible to perform, minor repairs to existing blinds and supply & install new window coverings as and when requested, strictly adhering to the rules, codes and standards listed in the references.

3. Scope

- 3.1 All repairs & new installations must be accepted by the Project Authority (PA) and the Unit Representative.
- 3.2 All work must be performed by qualified personnel, recognized by Ontario Ministry of Labor.
- 3.3 All contractors' service technicians & installers must be trained and experienced in Commercial applications of window coverings repairs & installation.
- 3.4 Workmanship to be of a uniform high quality in accordance with manufacturer's Instructions.
- 3.5 Any deviation from the specifications, drawings, directions or references must be approved prior to installation by the PA.
- 3.6 Provide operation and maintenance data for vertical blinds as per manufacturers specifications.
- 3.7 Provide a lifetime warranty against manufacturers defects and one year installation warranty to replace any such defective product, and make repairs as required to enable product to perform as warranted.

4. Materials

- 4.1 Acceptable manufacturer: Hunter Douglas, Shade-O-Matic, Sun Project, and Elete.
- 4.2 All blind & screen material to have flame-spread ratings and degree of flame resistance required by the National Fire Code 1990.
- 4.3 Materials and replacement parts used to be those specified by the manufacturer.
- 4.4 Products must meet ASTM D1784-81 Specification for Rigid Poly Compounds and Chlorinated Poly Compounds.
- 4.5 Submit duplicate samples of manufacturer's standard colours, patterns and textures of specified vane and rail materials for selection by PA.
- 4.6 Provide operation and maintenance data for vertical blinds as per manufacturer's specifications.

4.7 Vertical Louver Blinds

- a) Rails;
- b) Standard duty;
- c) Extruded aluminium 6063-T5 alloy;
- d) Roll formed 0.8 mm thick carbon steel with baked enamel finish;
- e) Full length, with capped ends;
- f) Size: recommended by manufacturer;
- g) Colour and finish: as selected by PA;
- h) Vanes: width and length to suit window opening;
- i) Vanes must be fire rated material having flame-spread ratings and degree of flame resistance required by the National Fire Code 1990;
- j) Vanes must be non-warp and of polyester fabric with sewn-in weight pockets;
- k) Bead chain: nickel plated steel;
- l) Carrier tracks and wheels: standard duty, acetyl resin moulded material, with worm gear driver system and a slip clutch;
- m) Gears, sprocket wheels, end caps: acetyl resin or nylon moulded, spur and worm gears, self lubricating with ratio recommended by manufacturer for particular unit type;
- n) Vane spacer links: stainless steel or acetyl resin, flexible to space and stabilize each track;
- o) Brackets sized to support weight of blind plus forces applied to operate blind and designed to facilitate installation and removal of top rail, complete with hardware necessary for secure attachment of brackets to adjoining construction and to head rails;
- p) Tilt control: 6063 T5 aluminium;
- q) Bottom linkage: free hanging with sewn-in weight pockets;
- r) Valance: same material and finish as vanes; and
- s) Sway stop: window bracket to suit application.

4.8 Horizontal Venetian Blinds

- a) slats: 25 mm wide x 0.163 mm nominal thickness, with rounded corners and rough edge removed;
- b) Corrosion resistant aluminium alloy, spring-tempered;
- c) Rigid polyvinylchloride, light stable, to ASTM D1784, Class 12454-C;
- d) Colour and finish: as selected by PA;
- e) Ladders: braided polyester yarn designed for full tilting action while retaining the same level and position of each slat. Ladders spaced not more than 127 mm from end of slats and 559 mm on centre.
- f) Head-rails: one piece phosphate treated steel channel with rolled edges, formed to provide sufficient strength to support blind without sagging, twisting or distorting Metal minimum 0.50 mm thick;
- g) Bottom rails: lock seam tubular steel 0.50 mm thick;
- h) Bottom rail end caps: soft moulded plastic fitted snugly over ends of rails, Colour to match slats;
- i) Pulleys: designed to permit ease of operation with minimum wear to cord.
- j) Cordlocks: designed to provide smooth operation with feature to prevent accidental dropping of blinds.

4.9 Sunscreen Roller Blinds

- a) 4000 Series, 5% open;
- b) 25% Polyester, 75% PVC on Polyester;
- c) Bacteria and Fungal resistant;

- d) Washable, formaldehyde free;
- e) Colour and finish: as selected by PA;
- f) Bead chain: nickel plated steel;
- g) Carrier trucks and wheels: standard duty, acetyl resin moulded material, with worm gear driver system and a slip clutch;
- h) Gears, sprocket wheels, end caps: acetyl resin or nylon moulded, spur and worm gears, self-lubricating with ratio recommended by manufacturer for particular unit type;
- i) Vane spacer links: stainless steel or acetyl resin, flexible to space and stabilize each track; and
- j) Brackets sized to support weight of blind plus forces applied to operate blind and designed to facilitate installation and removal of top rail, complete with hardware necessary for secure attachment of the brackets to adjoining construction and to head rails.

5. Tasks

- 5.1 Contractor must supply all labour, equipment, materials and transportation to provide cost estimates, repairs, and new installations of window coverings on an as and when requested basis through-out various buildings located within CFB Borden.
- 5.2 Building access and work timings must be coordinated with the Project Authority (PA).
- 5.3 All repairs & new installations of window coverings by the contractor must be done on an as requested basis complete with a generated DND 942 by the PA.
- 5.4 The contractor must follow all manufacturers' instructions and standards regarding servicing parts replacement & maintenance of existing blinds.

6. References

All work must be performed in accordance with the latest editions of the following references:

- a) ASTM D1784-81 Specification for Rigid Poly Compounds and Chlorinated Poly Compounds
- b) National Building Code;
- c) CFB Borden Security Orders; and
- d) All other applicable CFB Borden Orders and industry codes and standards
- e) Ministry of Labour; and
- f) National Fire Code

7. Certifications

All contractors' service technicians & installers must be trained and experienced in commercial applications of window coverings repairs & installations.

8. Service Response Times

The contractor must not refuse any call for service and must begin work within (48) hours upon contact from the PA.

9. Deliverables

- 9.1 Every new installation & repair will be installed to the specifications, drawings, directions listed references.
- 9.2 Every new installation & repair must be inspected & approved by the PA and must meet or exceed the requirements and standards given in the references.

10. Progress

- 10.1 Provision of a detailed Quote for any repairs pre-determined as major, by the contractor and PA must be submitted to the PA for approval and verification of funding
- 10.2 PA will issue contractor a DND 942 for the agreed expenditure of the repair or new installation before any repairs are to commence.
- 10.3 Upon receipt of call-up, contractor will proceed with the ordering of materials for new installations or repairs within the agreed response time.

11. Authorization of Work

The Contractor, on receipt of the acceptance of this Contract will be advised by the PA of the names of persons authorized to request service. No payment will be paid to the contractor for any work performed without the authorization of the PA.

Solicitation No. - N° de l'invitation
W6854-190120/A
Client Ref. No. - N° de réf. du client
W6854-190120

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-8-41050

Buyer ID - Id de l'acheteur
TOR014
CCC No./N° CCC - FMS No./N° VME

ANNEX B: BASIS OF PAYMENT

See attachment.

Solicitation No. - N° de l'invitation
W6854-190120/A
Client Ref. No. - N° de réf. du client
W6854-190120

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-8-41050

Buyer ID - Id de l'acheteur
TOR014
CCC No./N° CCC - FMS No./N° VME

ANNEX C: to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

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

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

Solicitation No. - N° de l'invitation
W6854-190120/A
Client Ref. No. - N° de réf. du client
W6854-190120

Amd. No. - N° de la modif.
File No. - N° du dossier
TOR-8-41050

Buyer ID - Id de l'acheteur
TOR014
CCC No./N° CCC - FMS No./N° VME

ANNEX D: STANDING OFFER REPORTING REQUIREMENTS

Send to the Standing Offer authority named herein.

Use the Standing Offer number in the Subject line and clearly indicate:

- The standing offer number for which the data is submitted;
- The period for which the data has been accumulated (start date to end date);
- The Department with whom the standing offer was arranged;
- The start date and end date for the standing offer; and
- The total spend to date, by government department.

| Standing Offer Title | | Standing Offer # | Start Date of SO (DD/MM/YYYY) | End Date of SO (DD/MM/YYYY) | |
|--------------------------|-----------------|---|---|--------------------------------------|--|
| Total Value to Date (\$) | | Total Value for Reporting Period (\$) | Start Reporting Period (DD/MM/YYYY) | End Reporting Period (DD/MM/YYYY) | |
| Department Requesting | Order Number | Work Description (Item #, Quantity) | Date of Order | Date of Delivery | Value of Order (not including HST) |
| | | | | | |
| | | | | | |

ANNEX B

For the period from contract award to 31 Oct. 2019 inclusive.

- 1. VERTICAL LOUVRE BLINDS:** Charges for Vertical Louvre Blinds will be calculated in accordance with the following:

1.1 Curved Vertical Louvre Blinds / PVC, Plain (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.2 Curved Vertical Louvre Blinds / PVC Base Pattern on one side (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

[illegible]

1.3 Vertical Louvre Blinds / Polyester Resin Impregnated Fabric / Installation Brackets included: *(Estimated usage 1 per measurement)*

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.4 Installation Charges - Vertical Louvre Blinds (Estimated usage 1 per measurement in section 1 to 5)

Width - in inches with costing dollar amount \$

| 24 | 36 | 48 | 60 | 72 | 84 | 96 | 108 | 120 | 132 | 144 | 156 | 168 | 180 | 192 |
|----------------------|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1. Above Frame Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 2. Outside Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 3. Inside Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 4. Ceiling Mount | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | |
|---------------------------|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|
| 24 | 36 | 48 | 60 | 72 | 84 | 96 | 108 | 120 | 132 | 144 | 156 | 168 | 180 | 192 |
| 5. T-Bar Ceiling Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

2. **HORIZONTAL VENETIAN BLINDS**: Charges for Horizontal Venetian Blinds will be calculated in accordance with the following:

2.1 **Horizontal Venetian Blinds / Aluminum Valances and Installation Brackets included** *(Estimated usage 1 per measurement)*

Pricing Length / Width - both in inches with costing dollar amount \$

| X | 18 | 24 | 30 | 36 | 42 | 48 | 54 | 60 | 66 | 72 | 78 | 84 | 90 | 102 | 108 | 114 | 120 |
|-----|----|----|----|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|
| 18 | | | | | | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | | | | | |
| 36 | | | | | | | | | | | | | | | | | |
| 42 | | | | | | | | | | | | | | | | | |
| 54 | | | | | | | | | | | | | | | | | |
| 60 | | | | | | | | | | | | | | | | | |
| 66 | | | | | | | | | | | | | | | | | |
| 72 | | | | | | | | | | | | | | | | | |
| 78 | | | | | | | | | | | | | | | | | |
| 84 | | | | | | | | | | | | | | | | | |
| 90 | | | | | | | | | | | | | | | | | |
| 98 | | | | | | | | | | | | | | | | | |
| 102 | | | | | | | | | | | | | | | | | |
| 108 | | | | | | | | | | | | | | | | | |
| 114 | | | | | | | | | | | | | | | | | |
| 120 | | | | | | | | | | | | | | | | | |

2.2 **Installation - Horizontal Venetian Blinds**: Pricing Width in inches with costing dollar amount \$
(Estimated usage 1 per measurement in section 1 to 5)

| | | | | | | | | | |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|---------|-----|
| 37 1/4 | 43 1/4 | 55 1/4 | 64 1/4 | 73 1/4 | 78 1/4 | 85 1/4 | 97 1/4 | 109 1/4 | 120 |
| 3. Inside Mount | | | | | | | | | |
| | | | | | | | | | |
| 4. Ceiling Mount | | | | | | | | | |
| | | | | | | | | | |
| 5. T-Bar Ceiling Mount | | | | | | | | | |
| | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | |
| | | | | | | | | | |

4. Repairs

To repair various existing blinds: \$ per / hour (*Estimated usage 40 hours*)

5. Removals

To remove various existing blinds: \$ per / foot (*Estimated usage 2000 feet*)

6. Miscellaneous Products

Price Lists (*this is in relation to Standing Offer and Resulting Contract Clauses Article 13. Price Lists*), all other miscellaneous products (including Roller Blinds and replacement parts), not referenced herein, will be priced in accordance with the Offeror's List Price less a discount of % amount. (*Estimated usage \$6,000.00*)

ANNEX B-1

For the period from 01 Nov. 2019 to 31 Oct. 2020 inclusive.

1. VERTICAL LOUVRE BLINDS: Charges for Vertical Louvre Blinds will be calculated in accordance with the following:

1.1 Curved Vertical Louvre Blinds / PVC, Plain (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.2 Curved Vertical Louvre Blinds / PVC Base Pattern on one side (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

[illegible]

1.3 Vertical Louvre Blinds / Polyester Resin Impregnated Fabric / Installation Brackets included: (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.4 Installation Charges - Vertical Louvre Blinds (Estimated usage 1 per measurement in section 1 to 5)

Width - in inches with costing dollar amount \$

[illegible]

| | | | | | | | | | | | | | | |
|---------------------------|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|
| 24 | 36 | 48 | 60 | 72 | 84 | 96 | 108 | 120 | 132 | 144 | 156 | 168 | 180 | 192 |
| 4. Ceiling Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 5. T-Bar Ceiling Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

2. **HORIZONTAL VENETIAN BLINDS:** Charges for Horizontal Venetian Blinds will be calculated in accordance with the following:

2.1 Horizontal Venetian Blinds / Aluminum Valances and Installation Brackets included (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

| X | 18 | 24 | 30 | 36 | 42 | 48 | 54 | 60 | 66 | 72 | 78 | 84 | 90 | 102 | 108 | 114 | 120 |
|-----|----|----|----|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|
| 18 | | | | | | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | | | | | |
| 36 | | | | | | | | | | | | | | | | | |
| 42 | | | | | | | | | | | | | | | | | |
| 54 | | | | | | | | | | | | | | | | | |
| 60 | | | | | | | | | | | | | | | | | |
| 66 | | | | | | | | | | | | | | | | | |
| 72 | | | | | | | | | | | | | | | | | |
| 78 | | | | | | | | | | | | | | | | | |
| 84 | | | | | | | | | | | | | | | | | |
| 90 | | | | | | | | | | | | | | | | | |
| 98 | | | | | | | | | | | | | | | | | |
| 102 | | | | | | | | | | | | | | | | | |
| 108 | | | | | | | | | | | | | | | | | |
| 114 | | | | | | | | | | | | | | | | | |
| 120 | | | | | | | | | | | | | | | | | |

2.2 Installation - Horizontal Venetian Blinds: (Estimated usage 1 per measurement in section 1 to 5)

Pricing Width in inches with costing dollar amount \$

| | | | | | | | | | |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|---------|-----|
| 37 1/4 | 43 1/4 | 55 1/4 | 64 1/4 | 73 1/4 | 78 1/4 | 85 1/4 | 97 1/4 | 109 1/4 | 120 |
| 3. Inside Mount | | | | | | | | | |
| 4. Ceiling Mount | | | | | | | | | |
| 5. T-Bar Ceiling Mount | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | |
| | | | | | | | | | |

4. Repairs

To repair various existing blinds: \$ per / hour (*Estimated usage 40 hours*)

5. Removals

To remove various existing blinds: \$ per / foot (*Estimated usage 2000 feet*)

6. Miscellaneous Products

Price Lists (*this is in relation to Standing Offer and Resulting Contract Clauses Article 13. Price Lists*), all other miscellaneous products (including Roller Blinds and replacement parts), not referenced herein, will be priced in accordance with the Offeror's List Price less a discount of % amount. (*Estimated usage \$6,000.00*)

BASIS OF PAYMENT

For the period from 01 Nov. 2020 to 31 Oct. 2021 inclusive.

- 1. VERTICAL LOUVRE BLINDS:** Charges for Vertical Louvre Blinds will be calculated in accordance with the following:

1.1 Curved Vertical Louvre Blinds / PVC, Plain (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.2 Curved Vertical Louvre Blinds / PVC Base Pattern on one side (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

[illegible]

1.3 Vertical Louvre Blinds / Polyester Resin Impregnated Fabric / Installation Brackets included: (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.4 Installation Charges - Vertical Louvre Blinds (Estimated usage 1 per measurement in section 1 to 5)

Width - in inches with costing dollar amount \$

[illegible]

| | | | | | | | | | | | | | | |
|---------------------------|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|
| 24 | 36 | 48 | 60 | 72 | 84 | 96 | 108 | 120 | 132 | 144 | 156 | 168 | 180 | 192 |
| 4. Ceiling Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 5. T-Bar Ceiling Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

2. **HORIZONTAL VENETIAN BLINDS:** Charges for Horizontal Venetian Blinds will be calculated in accordance with the following:

2.1 Horizontal Venetian Blinds / Aluminum Valances and Installation Brackets included (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

| | | | | | | | | | | | | | | | | | |
|-----|----|----|----|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|
| X | 18 | 24 | 30 | 36 | 42 | 48 | 54 | 60 | 66 | 72 | 78 | 84 | 90 | 102 | 108 | 114 | 120 |
| 18 | | | | | | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | | | | | |
| 36 | | | | | | | | | | | | | | | | | |
| 42 | | | | | | | | | | | | | | | | | |
| 54 | | | | | | | | | | | | | | | | | |
| 60 | | | | | | | | | | | | | | | | | |
| 66 | | | | | | | | | | | | | | | | | |
| 72 | | | | | | | | | | | | | | | | | |
| 78 | | | | | | | | | | | | | | | | | |
| 84 | | | | | | | | | | | | | | | | | |
| 90 | | | | | | | | | | | | | | | | | |
| 98 | | | | | | | | | | | | | | | | | |
| 102 | | | | | | | | | | | | | | | | | |
| 108 | | | | | | | | | | | | | | | | | |
| 114 | | | | | | | | | | | | | | | | | |
| 120 | | | | | | | | | | | | | | | | | |

2.2 Installation - Horizontal Venetian Blinds: (Estimated usage 1 per measurement in section 1 to 5)

Pricing Width in inches with costing dollar amount \$

| | | | | | | | | | |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|---------|-----|
| 37 1/4 | 43 1/4 | 55 1/4 | 64 1/4 | 73 1/4 | 78 1/4 | 85 1/4 | 97 1/4 | 109 1/4 | 120 |
| 1. Above Frame Mount | | | | | | | | | |
| | | | | | | | | | |
| 2. Outside Mount | | | | | | | | | |
| | | | | | | | | | |
| 3. Inside Mount | | | | | | | | | |
| | | | | | | | | | |
| 4. Ceiling Mount | | | | | | | | | |
| | | | | | | | | | |
| 5. T-Bar Ceiling Mount | | | | | | | | | |
| | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | |
| | | | | | | | | | |

4. Repairs

To repair various existing blinds: \$ per / hour (Estimated usage 40 hours)

5. Removals

To remove various existing blinds: \$ per / foot (Estimated usage 2000 feet)

6. Miscellaneous Products

Price Lists (this is in relation to Standing Offer and Resulting Contract Clauses Article 13. Price Lists), all other miscellaneous products (including Roller Blinds and replacement parts), not referenced herein, will be priced in accordance with the Offeror's List Price less a discount of % amount. (Estimated usage \$6,000.00)

ANNEX B-3

For the period from 01 Nov. 2021 to 31 Oct. 2022 inclusive.

- 1. VERTICAL LOUVRE BLINDS:** Charges for Vertical Louvre Blinds will be calculated in accordance with the following:

1.1 Curved Vertical Louvre Blinds / PVC, Plain (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.2 Curved Vertical Louvre Blinds / PVC Base Pattern on one side (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

[illegible]

1.3 Vertical Louvre Blinds / Polyester Resin Impregnated Fabric / Installation Brackets included: *(Estimated usage 1 per measurement)*

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.4 Installation Charges - Vertical Louvre Blinds (Estimated usage 1 per measurement in section 1 to 5)

Width - in inches with costing dollar amount \$

| 24 | 36 | 48 | 60 | 72 | 84 | 96 | 108 | 120 | 132 | 144 | 156 | 168 | 180 | 192 |
|----------------------|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1. Above Frame Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 2. Outside Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 3. Inside Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 4. Ceiling Mount | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | |
|---------------------------|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|
| 24 | 36 | 48 | 60 | 72 | 84 | 96 | 108 | 120 | 132 | 144 | 156 | 168 | 180 | 192 |
| 5. T-Bar Ceiling Mount | | | | | | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

2. **HORIZONTAL VENETIAN BLINDS:** Charges for Horizontal Venetian Blinds will be calculated in accordance with the following:

2.1 Horizontal Venetian Blinds / Aluminum Valances and Installation Brackets included (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

| | | | | | | | | | | | | | | | | | |
|-----|----|----|----|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|
| X | 18 | 24 | 30 | 36 | 42 | 48 | 54 | 60 | 66 | 72 | 78 | 84 | 90 | 102 | 108 | 114 | 120 |
| 18 | | | | | | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | | | | | |
| 36 | | | | | | | | | | | | | | | | | |
| 42 | | | | | | | | | | | | | | | | | |
| 54 | | | | | | | | | | | | | | | | | |
| 60 | | | | | | | | | | | | | | | | | |
| 66 | | | | | | | | | | | | | | | | | |
| 72 | | | | | | | | | | | | | | | | | |
| 78 | | | | | | | | | | | | | | | | | |
| 84 | | | | | | | | | | | | | | | | | |
| 90 | | | | | | | | | | | | | | | | | |
| 98 | | | | | | | | | | | | | | | | | |
| 102 | | | | | | | | | | | | | | | | | |
| 108 | | | | | | | | | | | | | | | | | |
| 114 | | | | | | | | | | | | | | | | | |
| 120 | | | | | | | | | | | | | | | | | |

2.2 Installation - Horizontal Venetian Blinds: (Estimated usage 1 per measurement in section 1 to 5)

Pricing Width in inches with costing dollar amount \$

| | | | | | | | | | |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|---------|-----|
| 37 1/4 | 43 1/4 | 55 1/4 | 64 1/4 | 73 1/4 | 78 1/4 | 85 1/4 | 97 1/4 | 109 1/4 | 120 |
| 4. Ceiling Mount | | | | | | | | | |
| 5. T-Bar Ceiling Mount | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | |
| | | | | | | | | | |

4. Repairs

To repair various existing blinds: \$ per / hour (*Estimated usage 40 hours*)

5. Removals

To remove various existing blinds: \$ per / foot (*Estimated usage 2000 feet*)

6. Miscellaneous Products

Price Lists (*this is in relation to Standing Offer and Resulting Contract Clauses Article 13. Price Lists*), all other miscellaneous products (including Roller Blinds and replacement parts), not referenced herein, will be priced in accordance with the Offeror's List Price less a discount of % amount. (*Estimated usage \$6,000.00*)

BASIS OF PAYMENT

For the period from 01 Nov. 2022 to 31 Oct. 2023 inclusive.

1. VERTICAL LOUVRE BLINDS: Charges for Vertical Louvre Blinds will be calculated in accordance with the following:

1.1 Curved Vertical Louvre Blinds / PVC, Plain (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.2 Curved Vertical Louvre Blinds / PVC Base Pattern on one side (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

[illegible]

1.3 Vertical Louvre Blinds / Polyester Resin Impregnated Fabric / Installation Brackets included: *(Estimated usage 1 per measurement)*

Pricing Length / Width - both in inches with costing dollar amount \$

[illegible]

1.4 Installation Charges - Vertical Louvre Blinds (Estimated usage 1 per measurement in section 1 to 5)

Width - in inches with costing dollar amount \$

| 24 | 36 | 48 | 60 | 72 | 84 | 96 | 108 | 120 | 132 | 144 | 156 | 168 | 180 | 192 |
|----------------------|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1. Above Frame Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 2. Outside Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 3. Inside Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 4. Ceiling Mount | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | |
|---------------------------|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|
| 24 | 36 | 48 | 60 | 72 | 84 | 96 | 108 | 120 | 132 | 144 | 156 | 168 | 180 | 192 |
| 5. T-Bar Ceiling Mount | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

2. **HORIZONTAL VENETIAN BLINDS:** Charges for Horizontal Venetian Blinds will be calculated in accordance with the following:

2.1 Horizontal Venetian Blinds / Aluminum Valances and Installation Brackets included (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

| | | | | | | | | | | | | | | | | | |
|-----|----|----|----|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|
| X | 18 | 24 | 30 | 36 | 42 | 48 | 54 | 60 | 66 | 72 | 78 | 84 | 90 | 102 | 108 | 114 | 120 |
| 18 | | | | | | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | | | | | |
| 36 | | | | | | | | | | | | | | | | | |
| 42 | | | | | | | | | | | | | | | | | |
| 54 | | | | | | | | | | | | | | | | | |
| 60 | | | | | | | | | | | | | | | | | |
| 66 | | | | | | | | | | | | | | | | | |
| 72 | | | | | | | | | | | | | | | | | |
| 78 | | | | | | | | | | | | | | | | | |
| 84 | | | | | | | | | | | | | | | | | |
| 90 | | | | | | | | | | | | | | | | | |
| 98 | | | | | | | | | | | | | | | | | |
| 102 | | | | | | | | | | | | | | | | | |
| 108 | | | | | | | | | | | | | | | | | |
| 114 | | | | | | | | | | | | | | | | | |
| 120 | | | | | | | | | | | | | | | | | |

2.2 Installation - Horizontal Venetian Blinds: (Estimated usage 1 per measurement in section 1 to 5)

Pricing Width in inches with costing dollar amount \$

| | | | | | | | | | | | | | | | | |
|---------------------------|----|----|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|
| 18 | 24 | 30 | 36 | 42 | 48 | 54 | 60 | 66 | 72 | 78 | 84 | 90 | 102 | 108 | 114 | 120 |
| 1. Above Frame Mount | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| 2. Outside Mount | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| 3. Inside Mount | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| 4. Ceiling Mount | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| 5. T-Bar Ceiling Mount | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |

3. **ROLLER BLINDS:** Charges for Roller Blinds will be calculated in accordance with the following:

3.1 Roller Blinds 25% Polyester, 75% PVC on Polyester (Estimated usage 1 per measurement)

Pricing Length / Width - both in inches with costing dollar amount \$

| | | | | | | | | | | |
|-----|--------|--------|--------|--------|--------|--------|--------|--------|---------|-----|
| X | 37 1/4 | 43 1/4 | 55 1/4 | 64 1/4 | 73 1/4 | 78 1/4 | 85 1/4 | 97 1/4 | 109 1/4 | 120 |
| 60 | | | | | | | | | | |
| 70 | | | | | | | | | | |
| 80 | | | | | | | | | | |
| 90 | | | | | | | | | | |
| 100 | | | | | | | | | | |
| 110 | | | | | | | | | | |

3.2 Installation: Roller Blinds (Estimated usage 1 per measurement in section 1 to 5)

Width - in inches with costing dollar amount \$

| | | | | | | | | | |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|---------|-----|
| 37 1/4 | 43 1/4 | 55 1/4 | 64 1/4 | 73 1/4 | 78 1/4 | 85 1/4 | 97 1/4 | 109 1/4 | 120 |
| 1. Above Frame Mount | | | | | | | | | |
| | | | | | | | | | |
| 2. Outside Mount | | | | | | | | | |
| | | | | | | | | | |
| 3. Inside Mount | | | | | | | | | |
| | | | | | | | | | |
| 4. Ceiling Mount | | | | | | | | | |
| | | | | | | | | | |
| 5. T-Bar Ceiling Mount | | | | | | | | | |
| | | | | | | | | | |
| 6. Other Mounts - Specify | | | | | | | | | |
| | | | | | | | | | |

4. Repairs

To repair various existing blinds: \$ per / hour (Estimated usage 40 hours)

5. Removals

To remove various existing blinds: \$ per / foot (Estimated usage 2000 feet)

6. Miscellaneous Products

Price Lists (this is in relation to Standing Offer and Resulting Contract Clauses Article 13. Price Lists), all other miscellaneous products (including Roller Blinds and replacement parts), not referenced herein, will be priced in accordance with the Offeror's List Price less a discount of % amount. (Estimated usage \$6,000.00)