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**Revision to a Request for a Standing Offer**

**Révision à une demande d'offre à commandes**

National Individual Standing Offer (NISO)

Offre à commandes individuelle nationale (OCIN)

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

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

**Comments - Commentaires**

**Vendor/Firm Name and Address**

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

**Issuing Office - Bureau de distribution**

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East Tower, 7th Floor  
Ottawa  
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K1A 0S5

<b>Title - Sujet</b> Green Canines	
<b>Solicitation No. - N° de l'invitation</b> W6399-17JE03/C	<b>Date</b> 2018-12-12
<b>Client Reference No. - N° de référence du client</b> W6399-17JE03	<b>Amendment No. - N° modif.</b> 002
<b>File No. - N° de dossier</b> pv956.W6399-17JE03	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PV-956-75963	
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale	
2018-12-05	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2019-01-21</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Courteau, Robert	<b>Buyer Id - Id de l'acheteur</b> pv956
<b>Telephone No. - N° de téléphone</b> (343) 550-1614 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Delivery as per call-up. Livraison selon commande.	
<b>Security - Sécurité</b> This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

Solicitation No. - N° de l'invitation  
W6399-17JE03/C  
Client Ref. No. - N° de réf. du client  
W6399-17JE03/C

Amd. No. - N° de la modif.  
002  
File No. - N° du dossier  
pv956. W6399-17JE03

Buyer ID - Id de l'acheteur  
pv956  
CCC No./N° CCC - FMS No./N° VME

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**Amendment 002**

**DELETE:** REQUEST FOR STANDING OFFER AND AMENDMENT 001.

**INSERT:** REQUEST FOR STANDING OFFER, AS FOLLOWS.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**

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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: includes the certifications 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, the Federal Contractors Program for Employment Equity - Certification and any other annexes

### **1.2 Summary**

- 1.2.1 This Request for Standing Offer (RFSO) is for the provision of Canines, as detailed in Annex A, attached to and forming part of this RFSO.

The Identified User is the Department of National Defence (DND), Director Land Procurement 6 staff.

The period of the Standing Offer is from the date of Standing Offer Award until 31 March 2023.
- 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 The Request for Standing Offers (RFSO) is to establish National Individual Standing Offer(s) for the requirement detailed in the RFSO, to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the resulting standing offers.
- 1.2.4 This RFSO allows offerors to use the epost Connect service provided by Canada Post Corporation for offer submission. Offerors must refer to Part 2 of the RFSO entitled Instructions to offerors for further information.

### **1.3 Debriefings**

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

## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

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

The [2006](#) (2017-04-27) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

The 2006 standard instructions is amended as follows:

Section 5, entitled Submission of offers, is amended as follows:

1. Canada requires that each offer, at RFSO closing date and time or upon request from the Standing Offer Authority, be signed by the Offeror or by an authorized representative of the Offeror. If an offer is submitted by a joint venture, it must be in accordance with section 17.
2. It is the Offeror's responsibility to:
  - a. obtain clarification of the requirements contained in the RFSO, if necessary, before submitting an offer;
  - b. prepare its offer in accordance with the instructions contained in the RFSO;
  - c. submit by the RFSO closing date and time a complete offer;
  - d. send its offer only to the specified Bid Receiving Unit of Public Works and Government Services Canada (PWGSC) specified in the RFSO or, to the address specified in the RFSO, as applicable;
  - e. ensure that the Offeror's name, return address, RFSO number, and RFSO closing date and time are clearly visible on the offer; and
  - f. provide a comprehensible and sufficiently detailed offer, including all requested pricing details, that will permit a complete evaluation in accordance with the criteria set out in the RFSO.
3. Canada will make available Notices of Proposed Procurement (NPP), RFSO's and related documents for download through the Government Electronic Tendering Service (GETS). Canada is not responsible and will not assume any liabilities whatsoever for the information found on websites of third parties. In the event an NPP, RFSO or related documentation would be amended, Canada will not be sending notifications. Canada will post all amendments, including significant enquiries received and their replies, using GETS. It is the sole responsibility of the Offeror to regularly consult GETS for the most up-to-date information. Canada will not be liable for any oversight on the Offeror's part nor for notification services offered by a third party.
4. Offers will remain open for acceptance for a period of not less than 60 days from the closing date of the RFSO, unless specified otherwise in the RFSO. Canada reserves the right to seek an extension of the offer validity period from all responsive offerors in writing, within a minimum of 3 days before the end of the offer validity period. If the extension is accepted by all responsive offerors, Canada will continue with the evaluation of the offers. If the extension is not accepted by all responsive offerors, Canada will, at its sole discretion, either continue with the evaluation of the offers of those who have accepted the extension or cancel the RFSO.
5. Offers and supporting information may be submitted in either English or French.
6. Offers received on or before the stipulated RFSO closing date and time will become the property of Canada and will not be returned. All offers will be treated as confidential, subject to the provisions of the Access to Information Act (R.S., 1985, c. A-1) and the Privacy Act (R.S., 1985, c. P-21).
7. Unless specified otherwise in the RFSO, Canada will evaluate only the documentation provided with an offeror's offer. Canada will not evaluate information such as references to Web site addresses where additional information can be found, or technical manuals or brochures not submitted with the offer.
8. An offer cannot be assigned or transferred in whole or in part.

Section 6, entitled Late offers, is deleted entirely and replaced with the following:

PWGSC will return or delete offers delivered after the stipulated RFSO closing date and time, unless they qualify as a delayed offer as described in section 07.

For late offers submitted using means other than the Canada Post Corporation's epost Connect service, the physical offer will be returned.

For offers submitted electronically, the late offers will be deleted. As an example, offers submitted using Canada Post Corporation's epost Connect service, conversations initiated by the

Bid Receiving Unit via the epost Connect service pertaining to a late offer will be deleted. Records will be kept documenting the transaction history of all late offers submitted using epost Connect.

Section 07, entitled Delayed offers, is amended as follows:

1. An offer delivered to the specified Bid Receiving Unit after the RFSO closing date and time but before the standing offer issuance date may be considered, provided the offeror can prove the delay is due solely to a delay in delivery that can be attributed to the Canada Post Corporation (CPC) (or national equivalent of a foreign country). Private courier (Purolator Inc., Fedex Inc., etc.) is not considered to be part of CPC for the purposes of delayed offers.
  - a. The only pieces of evidence relating to a delay in the CPC system that are acceptable to PWGSC are:
    - i. a CPC cancellation date stamp;
    - ii. a CPC Priority Courier bill of lading;
    - iii. a CPC Xpresspost label;

that clearly indicates that the offer was sent before the RFSO closing date.
  - b. The only piece of evidence relating to a delay in the epost Connect service provided by CPC system that is acceptable to PWGSC is a CPC epost Connect service date and time record indicated in the epost Connect conversation history that clearly indicates that the offer was sent before the RFSO closing date and time.
2. Misrouting, traffic volume, weather disturbances, labour disputes or any other causes for the late delivery of offers are not acceptable reasons for the offer to be accepted by PWGSC.
3. Postage meter imprints, whether imprinted by the Offeror, the CPC or the postal authority outside Canada, are not acceptable as proof of timely mailing.

Section 8, entitled Transmission by facsimile, is deleted entirely and replaced with the following section:

1. Facsimile
  - a. Unless specified otherwise in the RFSO, offers may be submitted by facsimile.
    - I. PWGSC, National Capital Region: The only acceptable facsimile number for responses to RFSOs issued by PWGSC headquarters is 819-997-9776 or, if applicable, the facsimile number identified in the RFSO.
    - II. PWGSC regional offices: The facsimile number for responses to RFSOs issued by PWGSC regional offices is identified in the RFSO.
  - b. For offers transmitted by facsimile, Canada will not be responsible for any failure attributable to the transmission or receipt of the faxed offer including, but not limited to, the following:
    - i. receipt of garbled, corrupted or incomplete offer;
    - ii. availability or condition of the receiving facsimile equipment;
    - iii. incompatibility between the sending and receiving equipment;
    - iv. delay in transmission or receipt of the offer;
    - v. failure of the Offeror to properly identify the offer;
    - vi. illegibility of the offer; or
    - vii. security of offer data.
  - c. An offer transmitted by facsimile will constitute the formal offer of the Offeror and must be submitted in accordance with section 05.
2. epost Connect
  - a. Unless specified otherwise in the RFSO, offers may be submitted by using the epost Connect service provided by Canada Post Corporation.
    - i. PWGSC, National Capital Region: The only acceptable email address to use with epost Connect for responses to RFSOs issued by PWGSC headquarters is: TPSPG.DGAreceptiondessoumissions-ABBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca, or if applicable, the email address identified in the RFSO.
    - ii. PWGSC regional offices: The only acceptable email address to use with epost Connect for responses to RFSOs issued by PWGSC regional offices is identified in the RFSO.
  - b. To submit an offer using epost Connect service, the Offeror must either:
    - i. send directly its offer only to the specified PWGSC Bid Receiving Unit using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
    - ii. send as early as possible, and in any case, at least six business days prior to the RFSO closing date and time, (in order to ensure a response), an email that includes the RFSO number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.
  - c. If the Offeror sends an email requesting epost Connect service to the specified Bid Receiving Unit in the RFSO, an officer of the Bid Receiving Unit will then initiate an epost Connect

- conversation. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Offeror to access and action the message within the conversation. The Offeror will then be able to transmit its offer afterward at any time prior to the RFSO closing date and time.
- d. If the Offeror is using its own licensing agreement to send its offer, the Offeror must keep the epost Connect conversation open until at least 30 business days after the RFSO closing date and time.
  - e. The RFSO number should be identified in the epost Connect message field of all electronic transfers.
  - f. It should be noted that the use of epost Connect service requires a Canadian mailing address. Should an offeror not have a Canadian mailing address, they may use the Bid Receiving Unit address specified in the RFSO in order to register for the epost Connect service.
  - g. For offers transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the offer including, but not limited to, the following:
    - i. receipt of a garbled, corrupted or incomplete offer;
    - ii. availability or condition of the epost Connect service;
    - iii. incompatibility between the sending and receiving equipment;
    - iv. delay in transmission or receipt of the offer;
    - v. failure of the Offeror to properly identify the offer;
    - vi. illegibility of the offer;
    - vii. security of offer data; or,
    - viii. inability to create an electronic conversation through the epost Connect service.
  - h. An offer transmitted by epost Connect service constitutes the formal offer of the Offeror and must be submitted in accordance with section 05.

## 2.2 Submission of Offers

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

## 2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than ten (10) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

## 2.4 Applicable Laws

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

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

## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 3.1 Offer Preparation Instructions

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

Section I: Technical Offer  
Section II: Financial Offer  
Section III: Certifications

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

Section I: Technical Offer (4 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

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

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

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

In their technical offer, Offerors should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Offerors should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical offer should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the offer will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the offer, Canada requests that Offerors address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Offerors may refer to different sections of their offers by identifying the specific paragraph and page number where the subject topic has already been addressed.

Part 4, Evaluation Procedures, contains additional instructions that Offerors should consider when preparing their technical offer.

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

- A. Offerors must submit their financial offer in accordance with the pricing schedule detailed in Annex B. The total amount of Applicable Taxes must be shown separately.
- B. Offerors must submit two sets of rates (DAT Ottawa Airport and FCA Contractor's Facility) in accordance with the pricing schedule detailed in Annex B.
- C. When preparing their financial offer, Offerors should review clause 4.1.2, Financial Evaluation, of Part 4 of the bid solicitation; and article 7.4, Payment, of Part 7.B of the bid solicitation.

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

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Attachment 1 to Part 7 - Electronic Payment Instruments, to identify which ones are accepted.

If Attachment 1 to Part 7 - 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

SACC Clause Manual [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

Refer to Annex A.

#### 4.1.2 Financial Evaluation

**4.1.2.1** For offer evaluation and Contractor selection purposes only, the evaluated price of an offer will be determined in accordance with the Pricing Schedule detailed in Annex B.

### 4.2 Basis of Selection

To be declared compliant, an offer must comply with all the requirements of the bid solicitation and meet all mandatory criteria.

All proposals that are deemed compliant will be ranked lowest to highest according to their Total Evaluated Price. Total Evaluated Price is determined in accordance with Annex B.

See section 7.8 Call-up Procedures for the award of specific contracts against the NISO.

## 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 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](#) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

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

### 5.3 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.

### 5.4 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.

## PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

### 6.1 Security Requirements

There are no security requirements associated with this requirement.

## 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.](#)

#### 7.4 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 the date of Standing Offer Award to 31 March 2023, inclusive.

##### 7.4.2 Delivery Points

Delivery of the requirement will be made to delivery point specified on the call-up.

## 7.5 Authorities

### 7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Robert Courteau  
Supply Specialist  
Public Works and Government Services Canada  
Commercial Consumer Products Directorate  
Room 7-153, 140 O'Connor Street,  
Ottawa, Ontario, K1A 0R5

Telephone: 343-550-1614  
E-mail: robert.courteau@pwgsc-tpsgc.gc.ca

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

### 7.5.2 Technical Authority

The Technical Authority for the Standing Offer is:

(To be named at Contract Award)

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Standing Offer and is responsible for all matters concerning the technical content of the Work under the Standing Offer. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through an amendment issued by the Standing Offer Authority.

### 7.5.3 Offeror's Representative

#### 7.5.3.1 General enquiries

Name: \_\_\_\_\_  
Tel. No. \_\_\_\_\_ ext: \_\_\_\_\_  
Fax No. \_\_\_\_\_  
E-mail address: \_\_\_\_\_

#### 7.5.3.2 Delivery Follow-up

Name: \_\_\_\_\_  
Tel. No. \_\_\_\_\_ ext: \_\_\_\_\_  
Fax No. \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 7.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Director Land Procurement (DLP) 6 staff.

## 7.7 Issuance of a Call-up

The Identified User will provide a Call-up Against a Standing Offer to Offerors whose canine(s) successfully pass the testing protocol outlined at Annex A, Appendix 2.

## 7.8 Call-up Procedures

The Offeror acknowledges that multiple Standing Offers have been issued for this requirement.

Call-ups will be issued on a "Right of First Refusal Basis": The DND Identified User will issue a Request for Availability (RFA - sample form found at Annex A, Appendix 1) to all Offerors to determine canine availability. Issuance of the Request for Availability to more than one Offeror is permitted under the method of allocation for this Standing Offer. However, Identified Users must issue the call-ups to Offeror(s) in the order of their ranking for the applicable year determined by the Financial Evaluation of the Standing Offer Bids.

The Standing Offer number issued to any Offeror, in no way indicates the ranking of that Offeror.

## 7.9 Call-up Instrument

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

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
  - PWGSC-TPSGC 942 Call-up Against a Standing Offer
  - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery
  - PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
  - PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

## 7.10 Limitation of Call-ups

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

## 7.11 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of CA\$\_\_\_\_\_ (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 six (6) 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.

## 7.12 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions [2005](#) (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) the general conditions [2010A](#) (2016-04-04), General Conditions - Goods (Medium Complexity);
- e) Annex A, Statement of Work & Technical Criteria;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated \_\_\_\_\_..

## 7.13 Certifications and Additional Information

### 7.13.1 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.

#### **7.14 Applicable Laws**

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

### **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 provide the items detailed in the call-up against the Standing Offer.

#### **7.2 Standard Clauses and Conditions**

##### **7.2.1 General Conditions**

[2010A \(2016-04-04\), General Conditions - Goods \(Medium Complexity\)](#) apply to and form part of the Contract.

#### **7.3 Term of Contract**

##### **7.3.1 Period of the Contract**

The period for making call-ups and providing services against the Standing Offer is from the date of Standing Offer Award to 31 March 2023, inclusive.

##### **7.3.2 Delivery Date**

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

#### **7.4 Payment**

##### **7.4.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized call-up, the Contractor will be paid the firm unit price in accordance with the basis of payment, in Annex B, as specified in the authorized call-up. Customs duties are excluded 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 Standing Offer Authority before their incorporation into the Work.

##### **7.4.2 Electronic Payment of Invoices – Call-up**

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

- a. Direct Deposit (Domestic and International);
- b. Electronic Data Interchange (EDI);
- c. Wire Transfer (International Only).

#### **7.5 Invoicing Instructions**

**7.5.1** The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

**7.5.2** Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the following address for certification and payment.  
  
National Defence Headquarters  
MGen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, Ontario, Canada K1A 0K2
- (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
- (c) To facilitate the payment process, it is important that the Contractor quote the contract number on all the invoices, shipping bills and packing slips. Failure to do so will delay payment and the date used for calculating interest on overdue accounts.

**7.6 Insurance**

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

**7.7 Defence Contract**

SACC Manual clause [A9006C](#) (2012-07-16) Defence Contract

**7.8 Shipping Instructions**

**7.8.1 Shipping Instructions (for canines requested to be shipped)**

Goods must be consigned and delivered to the destination specified in the contract:

Incoterms 2010, DAT (Delivered at Terminal):

Ottawa MacDonald-Cartier International Airport (YOW)  
1000 Airport Parkway Private  
Ottawa, Ontario, Canada  
K1V 9B4

**NOTE:** when weather conditions do not permit safe passage of the cargo to the above address and both vendor representative and the DND Technical Authority agree to delivery to the Toronto airport, the following address may be used in the call-up or in an amended call-up:

Toronto International Pearson Airport (YYZ)  
6301 Silver Dart Drive  
Mississauga, Ontario, Canada  
L5P 1B2

**7.8.2 Shipping Instructions (for canines to be picked up by DND)**

1. Shipment shall be consigned to the destination specified in the call-up and delivered:  
  
Incoterms 2010, FCA Free Carrier (Contractor's Facility) for shipments from a commercial supplier.
2. Canada will be responsible for all delivery charges, administration, costs and risk of transport and customs clearance and customs duties.

---

**ATTACHMENT 1 TO PART 7  
CERTIFICATIONS AND ADDITIONAL INFORMATION**

The Contractor must provide the required certification(s) and additional information to be awarded a contract.

The certification(s) provided by the Contractor to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a contractor in default if any certification made by the Contractor is found to be untrue whether made knowingly or unknowingly, during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Contractor's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will constitute a default under the Contract.

The Contractor must submit the following duly completed certifications as part of the contract.

**1. Integrity Provisions**

**1.1 Declaration of Convicted Offences**

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Contractor must provide the required documentation, as applicable.

**1.2 Complete List of Names of Board of Directors**

In accordance with the *Ineligibility and Suspension Policy* (see Section 17 at <http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>) and *General Conditions (SACC 2010A, Section 29)*, the Contractor must provide a list of the names of its Board of Directors (see Form 1), which will be used to verify conformance to the Integrity Provisions.

**2. Product Conformance**

The Contractor certifies that all goods proposed conform, and will continue to conform, throughout the period of the contract, to the requirement detailed under Annex A.

\_\_\_\_\_  
Contractor's authorized representative signature

\_\_\_\_\_  
Date

**3. Price Certification**

The Contractor certifies that the price quoted is not in excess of the lowest price charged anyone else, including the Contractor's most favoured customer, for the like quality and quantity of the goods, services or both.

\_\_\_\_\_  
Contractor's authorized representative signature

\_\_\_\_\_  
Date

**4. Federal Contractors Program for Employment Equity**

The Contractor certifies that the Contractor, and any of the Contractor's members if the Contractor 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 \(ESDC\) - Labour's](#) website ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)).

**Form 1**

**COMPLETE LIST OF DIRECTORS**

Name	Position
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**ELECTRONIC PAYMENT INSTRUMENTS**

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

- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);

## Annex A – SOW & TECHNICAL CRITERIA

### PART 1: STATEMENT OF WORK

#### 1.0 SCOPE

##### 1.1. Purpose

The purpose of this statement of work is to define the scope and requirements that apply to the Standing Offer for the provision of Canines to the Department of National Defense (DND).

##### 1.2. Background

DND has a requirement for Canines that demonstrate the characteristics and capabilities to successfully complete a demanding training program followed by working in a challenging operational environment. The nature of the operations and the training undertaken by DND makes it essential that the Canines possess unique skills and are able to perform a variety of specifically assigned functions under the direct control of the handler. Canines will be ideally untrained by the Offeror, subject to DND's training program.

#### 2.0 DELIVERABLES

The Offeror must provide the following:

- (a) Canines in accordance with the selection process at Section 3.1 including the following documentation with each Canine:
  - i. Scorebooks and/or pedigree certification if applicable to the Canine; and
  - ii. Medical certification including the following:
    - a. Vaccination certificates;
    - b. Vaccinations required for travel;
    - c. Original x-rays of all limbs and joints; and
    - d. Verification from a certified veterinarian that a health examination was conducted within three (3) months at time of offering as follows:
      - 1. Examination of gait, skin/coat, teeth/jaws, heart/lungs and limbs/joints; and
      - 2. No deviations from normal were detected;
- (b) Warranty and exchange of Canines in accordance with Section 3.5.

##### 2.1. Standing Offer Kick-Off Meeting

The Offeror must hold a kickoff meeting at its facility or by teleconference, as arranged with the Standing Offer Authority, within seven (7) business days of Standing Offer Award. This meeting will be used to secure a common understanding of the requirements of the Standing Offer and to discuss selection procedures and delivery processes. DND will be responsible for all travel and associated costs for DND personnel attending the meeting if held at the Offeror's facility.

#### 3.0 REQUIREMENTS

##### 3.1. Buying Trips

DND may choose to go with supplier on their buying trip in Europe. Supplier must accept in the event that DND personnel choose to attend, and make the necessary arrangements with the European 3rd party to allow DND personnel to be in attendance. DND may view and request specific canines to be acquired by the Supplier, for further examination and evaluation at the Supplier's facilities, with a possible purchase by DND. DND will be responsible for all travel and accommodation costs associated with their own personnel.

##### 3.2. Selection Process

The following process will be followed for selection and purchase of Canines:

- (a) Upon a new DND requirement for the purchase of canines, the DND Identified User will inform the Offeror four (4) weeks prior to the desired requirement delivery date by sending out the Request for Availability (RFA) (Annex A, Appendix 1), which will include the following:
  - i. Type: Single purpose – Canine shows potential in accordance with testing criteria for passive detection;
  - ii. Type: Dual-purpose – Canine shows potential in accordance with testing criteria to perform patrol/apprehension, tracking and passive detection;
  - iii. Quantity by type; and
  - iv. Preferable dates to attend the offeror buying trip and/or the inspection trip to be made by the Technical Authority;

- (b) Regardless if DND was present during the offeror's buying trip, the offeror must make available at their location, for DND assessment, canines with the characteristics specified below suitable for training as single-purpose or dual-purpose by providing a response to the RFA by the date identified within the RFA document. This date will normally be at least two (2) weeks prior to the Start Date of the inspection trip. By submitting and signing a response to a RFA, the Offeror acknowledges and warrants that all the information provided in their response to the RFA, particularly any information pertaining to the health and the workability of Canines to be true and accurate. Furthermore, the Offeror also certifies that the Canines offered for assessment will be available for purchase following the completion of on-site evaluation by DND. Timely receipt and correct direction of responses are the sole responsibility of the Offeror. Offerors that do not have any Canines available during the inspection period must provide a nil response to the RFA;
- (c) Based upon the responses received from the Offerors, DND will arrange buying trips and/or inspection trips at offeror's location, starting with the Offeror with the lowest price and proceeding down the list until the requirement is satisfied;
- (d) **Inspection Trip:** DND will conduct, at the Offeror's facility, a subjective, age-appropriate appraisal of each Canine offered, as follows:
- i. The Offeror must provide a test area to facilitate assessment of the following:
    - a. Open area searching;
    - b. Tracking;
    - c. Closed and open stairwell mobility;
    - d. Slippery and shiny floors; and
    - e. Dark and brightly lit buildings;
  - ii. Each Canine will be assessed for suitability and potential for employment with DND; and
  - iii. Drive and character assessment in accordance with the Canine attributes at para 3.4;
- (e) Based upon the above assessments, the DND Technical Authority will determine if the Canine is suitable for service with DND and will inform the DND Identified User. Canines that are assessed as unsuitable will be given no further consideration;
- (f) The DND Identified User will provide the Offeror with a call-up for the selected Canine(s) using form PSPC (PWGSC) 942 Call-Up against a Standing Offer, Annex A, Appendix 2. The Offeror must not deliver any Canines to DND without a signed call-up;
- (g) Upon receipt of the signed call-up, the Offeror must, in accordance with the terms specified in the call-up, either:
- i. Provide the Canine(s) selected to the DND Technical Authority at the Offeror's facility for onward transportation to the DND delivery location; OR
  - ii. Deliver the Canine(s) selected to the Ottawa International Airport (Ottawa, Ontario, Canada) for receipt by the DND Technical Authority and transport to the DND delivery location; OR
  - iii. When conditions do not permit safe/easy passage of the cargo to the Ottawa International Airport, and the Offeror representative and the DND Technical Authority agree, delivery may be made to the Toronto Pearson International Airport (Mississauga, Ontario, Canada) for receipt by the DND Technical Authority and transport to the DND delivery location.
- (h) Following receipt, DND will conduct the following assessments over a twenty (20) working day period:
- i. Full health exam by a certified veterinarian;
  - ii. Additional age-appropriate appraisals of the Canines suitability for employment with DND to include those tests that were not possible at the Offeror's facility as well as further operational-based testing of the Canines; and
  - iii. Testing and expected results will be based upon the age and maturity of the individual Canine.

### 3.3. Canine Characteristics

The Canines offered must have the following characteristics:

- (a) **Breed** - The Canine must be a mix or pure-bred within the three (3) breeds listed below. DND may consider a mix of one (1) of the breeds below with another recognized working or sporting breed if it displays exceptional characteristics and suitability for employment with DND:
- i. Belgian Malinois;
  - ii. German Shepherd; and
  - iii. Dutch Shepherd.
- (b) **Age** - The Canine must have a documented (birth record) age ideally between 10 and 36 months at the time of selection; and
- (c) **Weight** - The Canine must have a weight at full maturity of ideally 45 to 80 pounds.

### 3.4. Canine Attributes

The Canine must:

- (a) Demonstrate the following attributes:
  - i. Temperament - Sound temperament and a bold and confident attitude with no signs of either shyness or over-aggression;
  - ii. Socialization - Allow it to be approached and work around groups of people (without showing signs of shyness or aggression), including permitting persons to pick it up, handle and carry it;
  - iii. Environmental Stability - Show no fear and not be distracted by unsure footing, tight and/or dark enclosed spaces, moving vehicles and loud noises including gunfire;
  - iv. Character traits including:
    - a. A very high level of hunt, prey and retrieve drive;
    - b. A very high level of independent air scenting and searching behavior;
    - c. The ability or trainability for nose-down ground searching and tracking;
    - d. A high activity level balanced with trainability and desirability to learn;
    - e. A preference for hunting, chasing and playing with objects over food, water or handler attention;
    - f. A frantic drive to retrieve and possess objects, including very intense alertness, speed, hunt, perseverance and grab during article search;
    - g. Appropriate balance between prey and defense drive and the implicit ability for fight drive;
    - h. Age-appropriate, balanced drive during civil posted stalking tests; and
    - i. The ability to swim or the ability to be trained to swim.
- (b) Not demonstrate the following:
  - i. Water phobia;
  - ii. Stress during age-appropriate bite work;
  - iii. Propensity to re-direct aggression towards the handler during commands or liftoffs; and
  - iv. Excessive whining or noise.

### 3.5. Warranty/Exchanges

The Offeror must provide a health and workability warranty on each canine for a period of six (6) months from date of acceptance and first delivery to DND, or the length of the Offeror's standard warranty period, whichever is longer. The workability of the dog will be assessed by DND throughout the warranty period using Sections 3.3 and 3.4 as guidelines. Canines could be returned to the offeror at any time during the warranty period, if deemed unfit. The process for the replacement of returned canines will be in accordance with the selection process for the initial provision of canines as detailed in Section 3.1. Upon notifying the offeror that a canine will be returned, another inspection trip will be coordinated between DND and the offeror in order to find a replacement canine. If no canines are available for replacement within one (1) week of notifying the Offeror, a full reimbursement will be made by the Offeror to DND.

### 4.0 EARLY CONTRACT CANCELLATION

In the event that an Offeror provides for inspection canines which do not pass DND inspection, on two (2) consecutive events, DND will be permitted to cancel the contract without repercussion with said Offeror. All financial obligations between DND and the Offeror must be met, and warranties will remain in effect until the warranty period expires.

## PART 2: MANDATORY TECHNICAL CRITERIA

The offer must meet the mandatory technical criteria specified below. The Offeror must provide the necessary documentation to support compliance with this requirement.

Offers which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

#	REQUIREMENT	PROOF OF COMPLIANCE	OFFER REF
1	<u>Proven Vendor of Canines</u> The Offeror must be an established vendor specializing in working breeds for use by military and/or law enforcement agencies, and have sold a minimum of ten (10) Canines to an American, British, Canadian or Australian (ABCA) military and/or Law Enforcement Agency in the last five (5) years.	The Offeror must provide contract numbers, award dates, bills of sale, breeds and quantities delivered that demonstrate that they have sold a minimum of ten (10) Canines to an ABCA military or ABCA law enforcement agency in the last five (5) years.  Should the applicable contract information not be releasable for reasons of security, the Offeror must provide sufficient customer contact information to allow Government to Government certification of the above.  Note: Cumulative sales from multiple contracts is acceptable.	

**Annex A, Appendix 1  
Request for Availability (RFA) Model  
For Call-up Against a Standing Offer  
Required by Department of National Defence  
NON-DISCLOSURE**

**THIS PROCUREMENT DOCUMENT AND THE INFORMATION CONTAINED HERIN (INCLUDING ANY PORTION THEREOF) SHALL NOT BE ADVERTISED OR RELEASED TO ANY GOVERNMENT DEPARTMENT OR THIRD PARTY, DUPLICATED OR PUBLISHED WITHOUT THE PRIOR WRITTEN APPROVAL FROM THE CLIENT DEPARTMENT. FAILURE TO COMPLY WITH THE FOREGOING MAY RESULT IN TERMINATION OF ANY RESULTING CONTRACT.**

This Model is being used to require a Supplier to submit the availability of a Canine(s) to be provided upon the issuance of a Call-up.

This Model constitutes a response, when completed by a Supplier and provided to the Federal Department contact listed below. All terms and conditions of the Standing Offer (SO) under which the requirement falls and all work described within the SO Statement of Work apply and are incorporated into this Model by reference.

<b>Request for Availability (RFA) Model</b>	
<i>This RFA model is to be used to acquire Canine(s) from a qualified Canine Supplier by a Federal Department User. It must be attached to the email sent to invited Suppliers, and subject field must reflect "Request for Availability – Title – Reference Number" (eg: Request for Availability- Green Canine – W6399-17-JE03)</i>	
<b>Reference Number</b>	<b>W6399-17-JE03</b>
<b>Government Department/Division</b>	<b>Department of National Defence</b>
<b>Response Due Date/Time</b>	<b>14 Calendar days</b>
<b>Submit Resource Proposal to</b>	
<b>SO Search Results Date</b>	
<b>Federal Department Authorities</b>	
Contact Person Name: Telephone: Facsimile: E-mail: Inspection/Acceptance Authority Name: Telephone: Facsimile: E-mail:	
<b>B. REQUIREMENT SUMMARY</b>	
The following Quantities can be made available for DND TA evaluation within the requested timeframe:  Quantity _____ Single Purpose Canine, Green, 10-36 months  Quantity _____ Dual-Purpose Canine, Green, 10-36 months  Total Quantity _____.	
<b><u>CERTIFICATION</u></b>	
The Supplier certifies that all the information provided in this RFA and supporting material submitted with its proposal, particularly the information pertaining to titled canines and health records, has been verified by the Supplier to be true and accurate. Furthermore, the Supplier warrants that every canine proposed by the Supplier for the requirement, meets all the requirements listed in the RFA and is available and capable of being tested in accordance with Annex B.	
Supplier company name " _____ "	
Suppliers representative " _____ "	
Signature,      print name,      date	

Solicitation No. - N° de l'invitation  
W6399-17JE03/C  
Client Ref. No. - N° de réf. du client  
W6399-17JE03/C

Amd. No. - N° de la modif.  
002  
File No. - N° du dossier  
pv956. W6399-17JE03

Buyer ID - Id de l'acheteur  
pv956  
CCC No./N° CCC - FMS No./N° VME

## Annex A - Appendix 2

 Public Works and Government Services Canada Travaux publics et Services gouvernementaux Canada		<b>Call-up Against a Standing Offer</b> <b>Commande subséquente à une offre à commandes</b>				
Ship to - Expéditeur à Consignee Code Code destinataire  Postal Code Code postal		<b>To the supplier:</b> The standing offer identified below is accepted as follows: You are required to supply the goods or services, or both, shown below at the prices or on the pricing basis stated and in accordance with the other conditions stated in the standing offer. Only goods or services, or both, included in the standing offer will be supplied in the call-up against the standing offer.  <b>Au fournisseur:</b> L'offre à commandes indiquée ci-dessous est acceptée selon les modalités suivantes : Vous devez fournir les biens ou les services, ou les deux, indiqués ci-dessous selon les prix ou la base de tarification établie, et conformément avec les autres conditions stipulées dans l'offre à commandes. Seuls les biens ou les services, ou les deux, inclus dans l'offre à commandes seront fournis dans la commande subséquente à l'offre à commandes.  <b>Security: The call-up includes security provisions.</b> <b>Sécurité : La demande comprend des exigences en matière de sécurité.</b>  <input type="checkbox"/> NO <input type="checkbox"/> YES    If YES, attach a SRCL to the call-up <input type="checkbox"/> NON <input type="checkbox"/> OUI    Si OUI, joindre une LVERS à la demande				
Supplier - Fournisseur  Procurement Business No. (PBN) Numéro d'entreprise - approvisionnements (NEA)		Invoices must be sent in accordance with - Les factures doivent être envoyées selon : <input type="checkbox"/> The detailed instructions in the standing offer Les instructions détaillées dans l'offre à commandes <input type="checkbox"/> The address shown in the "Ship to" block L'adresse indiquée dans la case « Expéditeur à » <input type="checkbox"/> Special instructions below Les instructions particulières ci-dessous  Each shipment must be accompanied by a packing or delivery slip. All invoices, bills of lading and packing slips must show the following reference numbers. Chaque expédition doit être accompagnée d'un bordereau d'emballage ou de livraison. Les factures, connaissements et bordereaux d'emballage doivent tous porter les numéros de référence suivants.  Standing Offer No. - N° de l'offre à commandes            Requisition No. - N° de demande Order, Off. - Bur. dem.    YY - AA    Serial No. - N° de série            Client Reference No. (optional) N° de référence du client (facultatif)				
<b>The representative of the Identified User signing the call-up form must indicate his or her physical address. This address will constitute the address most connected with the supply and will determine, where applicable, the place of supply for this procurement.</b> <b>Le représentant de l'utilisateur désigné qui signe le formulaire de commande subséquente doit indiquer son adresse municipale, qui constituera l'adresse la plus associée à l'approvisionnement et qui déterminera, le cas échéant, le lieu d'approvisionnement pour cette commande.</b>						
Amendment No. N° de modification		Previous Value (\$) Valeur précédente (\$)	Value of increase or decrease (\$) Valeur de l'augmentation ou diminution (\$)		Total estimated expenditures or revised Total des dépenses estimatives ou révisées	
Item No. N° de l'article	NATO Stock No. / Item Description N° de nomenclature de l'OTAN / Description de l'article		U. of I. U. de d.	Quantity Quantité	Unit Price Prix unitaire (\$)	Extended Price Prix calculé (\$)
Special Instructions - Instructions particulières						
<b>Total</b>					<input style="width: 50px; height: 20px;" type="text"/>	
For further information, call - Pour renseignements supplémentaires, contacter Name - Nom			Telephone No. - N° de téléphone		Delivery required by - Livraison requise le (YYYY-MM-DD)    (AAAA-MM-JJ)	
For internal purposes only - Pour usage interne seulement Pursuant to subsection 32(1) of the Financial Administration Act, funds are available. En vertu du paragraphe 32(1) de la Loi sur la gestion des finances publiques, des fonds sont disponibles.			Approved for the Minister - Approuvé pour le Ministre			
Signature (Mandatory - Obligatoire)		Date (YYYY-MM-DD - AAAA-MM-JJ)		Signature (Mandatory - Obligatoire)		Date (YYYY-MM-DD - AAAA-MM-JJ)



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## ANNEX B - PRICING SCHEDULE

1. The Offeror must complete the pricing schedule(s) and include it in its financial offer once completed. The price of the offer will be evaluated as follows:
  - a. Canadian-based Offerors must submit firm prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded.
  - b. Foreign-based Offerors must submit firm prices, Canadian customs duties, excise taxes and Applicable Taxes excluded. Canadian customs duties and excise taxes payable by Canada will be added, for evaluation purposes only, to the prices submitted by foreign-based Offerors.
2. Unless the Request for Standing Offer (RFSO) specifically requires offers to be submitted in Canadian currency, offers submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the RFSO closing date, or on another date specified in the RFSO, will be applied as a conversion factor to the offers submitted in foreign currency.
3. Although Canada reserves the right to issue the Standing Offer either on an FOB plant or FOB destination, Canada requests that Offerors provide prices FCA their plant or shipping point and Delivered at Terminal (DAT) Ottawa Airport. Offerors must specify the currency of the pricing where indicated on the pricing schedule. Offers will be assessed on a DAT Ottawa Airport basis:
  - a. Each year's price will be calculated based on the product of the estimated quantity of Canines, times the Offerors proposed unit price for that year. The total evaluated price will be calculated based on the total of all years and options years.
  - b. A maximum of five (5) National Individual Standing Offers (NISO) will be awarded to the five (5) compliant Offerors with the lowest total evaluated prices.
  - c. The NISOs will then be ranked for each year based on the lowest to highest total price for that year.
4. For the purpose of the RFSO, Offerors with an address in Canada are considered Canadian-based Offerors, and Offerors with an address outside of Canada are considered foreign-based Offerors.
5. **All prices should reflect a dual-purpose canine, with no training conducted by the Offeror. While DND has a substantial preference on untrained canines, DND may accept canines with some training, but only at the stated bid price. DND cannot pay a price higher than the bid price for a canine, under any circumstance.**

## ANNEX B - PRICING SCHEDULE (CONTINUED)

Pricing is quoted in \_\_\_\_\_ (specify currency of the quotation).

The volumetric data included in this pricing schedule are provided for bid evaluated price determination purposes only. They are not to be considered as a contractual guarantee. Their inclusion in this pricing schedule does not represent a commitment by Canada that Canada's future requirements described in the bid solicitation will be consistent with this data.

W6399-17JE03 - TABLEAU DE BASE DE PAIEMENT											
Livraison au terminal de l'aéroport International d'Ottawa											
ARTICLE	DESCRIPTION	Adjudication de l'OCIM jusqu'au 31 mars 2019)		Prix unitaire année 2 (1er avril 2019 au 31 mars 2020)		Prix unitaire année 3 (1er avril 2020 au 31 mars 2021)		Prix unitaire année 4 (1er avril 2021 au 31 mars 2022)		Prix unitaire année 5 (1er avril 2022 au 31 mars 2023)	
1.	Recrues Canines à double usage, 10 à 36 mois	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>(Free Carrier - Facilité de l'entrepreneur)</b>											
ARTICLE	DESCRIPTION	Adjudication de l'OCIM jusqu'au 31 mars 2019)		Prix unitaire année 2 (1er avril 2019 au 31 mars 2020)		Prix unitaire année 3 (1er avril 2020 au 31 mars 2021)		Prix unitaire année 4 (1er avril 2021 au 31 mars 2022)		Prix unitaire année 5 (1er avril 2022 au 31 mars 2023)	
2.	Recrues Canines à double usage, 10 à 36 mois	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grille d'évaluation financière (utilisant les prix indiqués sous article 1:											
ARTICLE	DESCRIPTION	Prix total année 1 (1er avril 2019 au 31 mars 2020)		Prix total année 2 (1er avril 2019 au 31 mars 2020)		Prix total année 3 (1er avril 2020 au 31 mars 2021)		Prix total année 4 (1er avril 2021 au 31 mars 2022)		Prix total année 5 (1er avril 2022 au 31 mars 2023)	
1.	Recrues Canines à double usage, 10 à 36 mois	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Livraison au terminal de l'aéroport International d'Ottawa</b>											
ARTICLE	DESCRIPTION	Prix total année 1 (1er avril 2019 au 31 mars 2020)		Prix total année 2 (1er avril 2019 au 31 mars 2020)		Prix total année 3 (1er avril 2020 au 31 mars 2021)		Prix total année 4 (1er avril 2021 au 31 mars 2022)		Prix total année 5 (1er avril 2022 au 31 mars 2023)	
1.	Recrues Canines à double usage, 10 à 36 mois	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Prix total évalué (taxes applicables en sus) :</b>											
Taxes applicables: \$											
Total: \$											