



**RETURN OFFERS TO:  
RETOURNER LES OFFRES A:**

Bid Receiving/Réception des soumissions  
Procurement & Contracting Services  
c/o Commissionaires, F Division  
6101 Dewdney Ave  
Regina, SK S4P 3K7

**REQUEST FOR  
STANDING OFFER**

Regional Individual Standing Offer (RISO)

**DEMANDE D'OFFRES À  
COMMANDES**

Offre à commandes individuelle régionale  
(OCIR)

Proposal to: Royal Canadian Mounted Police

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

Proposition aux : Gendarmerie royale du Canada

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

Comments: - Commentaires:

THIS DOCUMENT DOES NOT CONTAIN A  
SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT NE COMPORTE PAS  
UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

<b>Title – Sujet:</b> Silhouette Targets		<b>Date :</b> February 14, 2019
<b>Solicitation No. – N° de l'invitation</b> M9424-19-3843/A - PW-19-00864155		
<b>Client Reference No. - No. De Référence du Client</b> 201903843		
<b>Solicitation Closes – L'invitation prend fin</b>		
<b>At / à :</b>	2 :00 p.m.	CST (Central Standard Time) HNC (Heure Normale du Centre)
<b>On / le :</b>	March 26, 2019	
<b>Delivery - Livraison</b> See herein — Voir aux présentes	<b>Taxes - Taxes</b> See herein — Voir aux présentes	<b>Duty – Droits</b> See herein — Voir aux présentes
<b>Destination of Goods and Services – Destinations des biens et services</b> See herein — Voir aux présentes		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Inquiries to – Adresser toute demande de renseignements à</b> Rachel Sookoo, Procurement Officer		
<b>Telephone No. – No. de téléphone</b> 639-625-3291	<b>Facsimile No. – No. de télécopieur</b> 306-780-5232	

<b>Delivery Required – Livraison exigée</b> See herein — Voir aux présentes	<b>Delivery Offered – Livraison proposée</b>
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>	
<b>Telephone No. – No. de téléphone</b>	<b>Facsimile No. – No. de télécopieur</b>
<b>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)</b>	
<b>Signature</b>	<b>Date</b>



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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

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

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

6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Requirement, the Basis of Payment and any other annexes

### **1.2 Summary**

- 1.2.1 The Royal Canadian Mounted Police requires a Regional Individual Standing Offer (RISO) for the supply and delivery of targets for the shooting range to Stores located in Edmonton, Regina and Winnipeg. Goods are to be provided as required during the period of the Standing Offer in accordance with the requirements, terms and conditions detailed in the tender document. The period for making call-ups against the Standing Offer is from award date for one (1) year, with the option to extend for two (2) additional one year periods.
- 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), the Canadian Free Trade Agreement (CFTA), and the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP).

### **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.



## 1.4 Recourse Mechanisms

If you have any concerns relating to the procurement process, please refer to the [Recourse Mechanisms](#) page on the Buyandsell.gc.ca website. Please note that there are strict deadlines for filing complaints with the Canadian International Trade Tribunal (CITT) or the Office of the Procurement Ombudsman (OPO).

<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/recourse-mechanisms>

## 1.5 Anticipated migration to an e-Procurement Solution (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to 7.15 Transition to an e-Procurement Solution (EPS).

The Government of Canada's [press release](#) provides additional information.

## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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: 90 days

### 2.2 Submission of Offers

Offers must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile or email to RCMP will not be accepted. Furthermore, RCMP has not been approved for offer submission by epost Connect service.



### **2.2.1 Firm Price and/or Rates**

The Offeror is required to submit firm prices, rates or both that will apply for the entire period of the Standing Offer.

### **2.3. Enquiries - Request for Standing Offers**

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

### **2.4. 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 Saskatchewan.

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.

### **2.5 Promotion of Direct Deposit Initiative**

The following information is not related to the solicitation process:

An initiative within the Government of Canada called the Cheque Standardization Project has been established whereby eventually for all payments, cheque stubs will no longer be printed and, with few exceptions, will be processed via direct deposit. This option is only available when payment is made in Canadian dollars for deposit into a Canadian bank account. In an attempt to be proactive, RCMP Corporate Accounting is promoting the registration of RCMP suppliers for the upcoming change in the payment process.

If you are the successful offeror on this or any other RCMP requirement, you are encouraged to register with the RCMP for direct deposit. Please contact RCMP Corporate Accounting by email to receive a form entitled *Recipient Electronic Payment Registration Request* along with instructions for completion of the form.

Should you have any questions regarding the Cheque Standardization Project or if you want to register, please contact the following email: [corporate\\_accounting@rcmp-grc.gc.ca](mailto:corporate_accounting@rcmp-grc.gc.ca)



## **PART 3 - OFFER PREPARATION INSTRUCTIONS**

### **3.1. Offer Preparation Instructions**

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

Section I: Technical Offer (one hard copy)

Section II: Financial Offer (one hard copy)

Section II: Certifications (one hard 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 their hard copy offer.

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

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 bid, Offerors should demonstrate how they propose to meet the requirements and how they will carry out the work (Part 4, Evaluation Procedures, 4.1.1.1 Mandatory Technical Criteria).

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

Offerors must submit their financial offer in accordance with Annex B, Basis of Payment. The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation

#### **Section II: 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**

**Pre-Award Samples**

As part of the technical evaluation, to confirm an Offeror’s capability of meeting the technical requirements, one (1) pre-award sample of each target (one blue and one green) must be included with the offer.

The Offeror must ensure that the required pre-award samples are manufactured in accordance with the technical requirement and is fully representative of the bid submitted. The pre-award samples will be evaluated for quality and conformance to specified materials and measurements. The sample submitted by the Offeror will remain the property of Canada.

Should the pre-award samples be rejected, the Offeror will be provided an opportunity to re-submit a second set of samples within two (2) weeks. Rejection of the second set of samples will result in the bid being declared non-responsive.

The Offeror must deliver the required pre-award samples at no charge to Canada and must ensure that they are received with the offer at the time and place of the Request for Standing Offer closing. Failure to submit the pre-award samples will result in the offer being declared non-responsive.

Large Blue Silhouette Targets		Meets	Does not Meet
Size	23" wide x 35" high		
Stock	70 lb. FSC Husky Offset		
Ink	pms 156 + 3005 blue		

Large Green Silhouette Targets		Meets	Does not Meet
Size	23" wide x 35" high		
Stock	70 lb. FSC Husky Offset		
Ink	pms 156 + 354 green		

In addition to the above technical criteria, evaluation of the samples will include a comparison with existing approved targets in use.

FSC: Forest Stewardship Council  
pms: pantone matching system





#### 4.1.2. Financial Evaluation

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 to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

### PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

#### 5.1 Certifications Precedent to 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.

##### 5.1.1 Integrity Provisions

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement subject to 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:

- Declaration of Convicted Offences - Integrity Declaration Form (as applicable)
- Required Documentation (List of names for integrity verification form)

Please see the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaires-forms-eng.html) website for further details (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaires-forms-eng.html>).

##### 5.1.2 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 \(ESDC\) – Labour's](https://www.canada.ca/en/employment-social-development/canada-esdc-labour-s) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).



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.

### 5.1.3 Samples and Production Certification

The following information can be submitted with the offer, or submitted after upon request from the Contracting Authority.

The Offeror certifies that:

- ( ) the approved pre-award samples will remain unchanged for the full production of the contract quantity, including the option years, unless otherwise specified by the RCMP.

## PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 6.1 Offer

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

#### 6.2 Security Requirements

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

#### 6.3 Standard Clauses and Conditions

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

Revision to Departmental Name: As this contract is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

#### 6.3.1 General Conditions

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

#### 6.3.2 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 C entitled "Standing Offer Usage Report". 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 fifteen (15) calendar days after the end of the reporting period.

#### **6.4 Term of Standing Offer**

##### **6.4.1 Period of the Standing Offer**

The period for making call-ups against the Standing Offer is from award date for one (1) year.

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

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for two (2) additional one (1) year periods 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 thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

##### **6.4.3 Delivery Points**

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

#### **6.5. Authorities**

##### **6.5.1 Standing Offer Authority**

The Standing Offer Authority is:

Rachel Sookoo  
Procurement Officer  
Royal Canadian Mounted Police  
Corporate Management Branch  
5600 – 11<sup>th</sup> Avenue  
Regina, SK S4P 3J7  
Telephone: 639-625-3291  
Facsimile: 306-780-5232  
E-mail: [rachel.sookoo@rcmp-grc.gc.ca](mailto:rachel.sookoo@rcmp-grc.gc.ca)

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



## 6.5.2 Technical Authority

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

## 6.5.3 Offeror's Representative (to be completed upon award)

## 6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is:

Royal Canadian Mounted Police, Stores - Edmonton, Regina, Winnipeg  
Royal Canadian Mounted Police, NW Procurement

## 6.7 Call-up Instrument

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

## 6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$80,000.00 (Applicable Taxes included).

## 6.9 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 (2018-06-21), General Conditions – Goods (Medium Complexity);
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated \_\_\_\_\_

## 6.10 Procurement Ombudsman

### 6.10.1 Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties, to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term or condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa-opo@boa-opo.gc.ca](mailto:boa-opo@boa-opo.gc.ca).



## 6.10.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by [*the supplier or the contractor or the name of the entity awarded this contract*] respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa-opo@boa-opo.gc.ca](mailto:boa-opo@boa-opo.gc.ca).

## 6.11 Certifications and Additional Information

### 6.11.1 Compliance

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

## 6.12 Applicable Laws

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

## 6.13 Transition to an e-Procurement Solution (EPS)

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by 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.

### 6.1 Requirement

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



## **6.2 Standard Clauses and Conditions**

### **6.2.1 General Conditions**

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

## **6.3 Term of Contract**

### **6.3.1 Delivery Date**

Delivery must be completed in accordance with Annex A, Requirement.

## **6.4 Payment**

### **6.4.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as per the call up and in accordance with Annex B, Basis of Payment. Customs duties are included and Applicable Taxes are extra.

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

### **6.4.2 Multiple Payments**

*SACC Manual* clause H1001C (2008-05-12) Multiple Payments

## **6.5 Invoicing Instructions**

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.

Invoices must be distributed as follows:

The original to the ordering location identified at Article 6.7 Shipping Instructions – Delivery at Destination below for certification and payment.

## **6.6 SACC Manual Clauses**

B7500C (2006-06-16) Excess Goods  
D0018C (2007-11-30) – Delivery and Unloading  
G1005C (2016-01-28) Insurance – No Specific Requirement  
P1005C (2010-01-11) Packaging and Packing of Printed Products

## **6.7 Shipping Instructions – Delivery at Destination**

Goods must be consigned to the destination specified in the Contract and delivered:  
Incoterms 2010 "DDP" Delivered Duty Paid, including all delivery and unloading charges, Canadian customs duties and excise taxes included:



RCMP  
"K" Division Stores  
11140 – 109 Street NW  
Edmonton, AB T5G 2T4

RCMP  
"Depot" and "F" Division Stores  
5600 – 11<sup>th</sup> Avenue  
Regina, SK S4P 3J7

RCMP  
"D" Division Stores  
1091 Portage Avenue  
Winnipeg, MB R3G 0S6

## 6.8 Environmental Considerations:

Where applicable, suppliers are encouraged to consider the following environment considerations:

- Deliverables:
  - When printed material is requested, the minimum recycled content of 30% is required and/or certified as originating from a sustainably managed forest.
  - Recycle unneeded printed documents (in accordance with Security Requirements).
- Environmental Shipping/Packaging Considerations
  - Minimize packaging
  - Include recycled content in packaging;
  - Re-use packaging;
  - Include a provision for a take-back program for packaging;
  - Reduce/eliminate toxics in packaging.



## **ANNEX "A" REQUIREMENT**

The Royal Canadian Mounted Police requires a Regional Individual Standing Offer (RISO) for the supply and delivery of targets for the shooting range to Stores located in Edmonton, Regina and Winnipeg. Goods are to be provided as required during the period for making call-ups against the Standing Offer, in accordance with the requirements detailed herein.

Supply and delivery of targets to:

RCMP "K" Division Stores 11140 – 109 Street NW Edmonton, AB T5G 2T4	RCMP "Depot" and "F" Division Stores 5600 – 11 <sup>th</sup> Avenue Regina, SK S4P 3J7	RCMP "D" Division Stores 1091 Portage Avenue Winnipeg, MB R3G 0S6
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### **A.1. TECHNICAL REQUIREMENT**

- 1) Large blue silhouette targets as per attachment #1  
size: 23" wide x 35" high  
stock: 70 lb. FSC Husky Offset (FSC: Forest Stewardship Council)  
ink: pms 156 + 3005 blue (pms: pantone matching system)
- 2) Large green silhouette targets as per attachment #2  
size: 23" wide x 35" high  
stock: 70 lb. FSC Husky Offset (FSC: Forest Stewardship Council)  
ink: pms 156 + 354 green (pms: pantone matching system)

### **A.2. DELIVERABLES**

**First deliverable:** 45,000 targets to be delivered to REGINA as follows:

For the first order: within two (2) weeks after issuance of the call-up;  
For subsequent orders: every 8 weeks thereafter.

- 1) Large blue silhouette target  
quantity: 22,500
- 2) ) Large green silhouette target  
quantity: 22,500

Targets to be loosely stacked by colour on pallets.

NOTE: The RCMP will provide a minimum of 2 weeks' notice to defer a scheduled delivery, due to a change in demand.

**Second deliverable:** as and when requested targets with delivery to either EDMONTON, REGINA OR WINNIPEG as instructed in each individual call-up

Delivery for the as and when requested targets is within two (2) weeks after issuance of the call-up.

- 1) Large blue silhouette target  
quantity: to be determined
- 2) Large green silhouette target  
quantity: to be determined

Targets to be bundled in 100's by colour.





**ANNEX "B"  
BASIS OF PAYMENT**

Firm unit prices, in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax is extra, Incoterms 2010 "DDP Delivered Duty Paid", Canadian customs duties and excise taxes included.

**Schedule A: Period of Standing Offer - from date of award for a one (1) year period:**

Item	Description	Unit of Issue	Unit Price (a)	*Estimated Quantity (b)	Evaluated Price (a x b)
1	Target – blue	Each	\$_____/ea	135,000	\$_____
2	Target – green	Each	\$_____/ea	135,000	\$_____
Subtotal of Evaluated Price (A)					\$_____

**Schedule B: Option Year One**

Item	Description	Unit of Issue	Unit Price (a)	*Estimated Quantity (b)	Evaluated Price (a x b)
1	Target – blue	Each	\$_____/ea	135,000	\$_____
2	Target – green	Each	\$_____/ea	135,000	\$_____
Subtotal of Evaluated Price (B)					\$_____

**Schedule C: Option Year Two**

Item	Description	Unit of Issue	Unit Price (a)	*Estimated Quantity (b)	Evaluated Price (a x b)
1	Target – blue	Each	\$_____/ea	135,000	\$_____
2	Target – green	Each	\$_____/ea	135,000	\$_____
Subtotal of Evaluated Price (C)					\$_____

Subtotal of Evaluated Price (A)	\$_____
Subtotal of Evaluated Price (B)	\$_____
Subtotal of Evaluated Price (C)	\$_____
<b>Total Evaluated Price (A + B + C)</b>	<b>\$_____</b>

\*These numbers are estimated usage for cost evaluation purposes only and do not constitute a guarantee or commitment on behalf of Canada of the quantity or amount to be used under the Standing Offer.



ANNEX "C"
STANDING OFFER USAGE REPORT

Quarterly Usage Report Schedule:

- 1st quarter: April 1 to June 30;
2nd quarter: July 1 to September 30;
3rd quarter: October 1 to December 31;
4th quarter: January 1 to March 31.

SUPPLIER: \_\_\_\_\_

STANDING OFFER NO: \_\_\_\_\_

DEPARTMENT OR AGENCY: Royal Canadian Mounted Police

REPORTING PERIOD: \_\_\_\_\_

Table with 3 columns: Item No., Call Up Description, Total value of each Call Up (GST not included). The table contains 10 empty rows.

NIL REPORT: We have not done any business with the RCMP for this period [ ]

PREPARED BY:
NAME: \_\_\_\_\_ TELEPHONE NO.: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



**Annex "D"**  
**BID SUBMISSION CHECKLIST**

**Bids must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.**

**Bid Receiving/Réception des soumissions**

Procurement & Contracting Services  
c/o Commissionaires, F Division  
6101 Dewdney Ave  
Regina, SK S4P 3K7

Ensure the following pages are completed in full and attached:

- Front Page of Request for Standing Offer (RFSO)
- Front Page of Amendment document(s) (if applicable) – signed & dated
- Annex "B" Basis of Payment - must be completed in full (all tables)