

Solicitation No. - N° de l'invitation
W0142-20X003/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
stn191

Client Ref. No. - N° de réf. du client
W0142-20X003

File No. - N° du dossier
STN-8-41073

CCC No./N° CCC - FMS No./N° VME

Canada is acting as AGENT for the British Army Training Unit Suffield.

This Standing Offer cannot be used for requirements in locations which fall under the Procurement Strategy for Aboriginal Business, the Set-Aside Program for Aboriginal Business, and Comprehensive Land Claim Agreements.

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PART 1 - GENERAL INFORMATION

1.1 Introduction

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

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 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, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification and any other annexes

1.2 Summary

For the supply and delivery of furnishings on an "as required" basis for Married Quarters of the British Army Training Unit Suffield (BATUS) located at the Department of National Defence, Canadian Forces Base Suffield, Ralston, Alberta. Delivery locations in Alberta can also include: Medicine Hat, Calgary and Cochrane.

The period of the standing offer will be from the date of issuance to 31 March 2022 with three (3) one (1) year option periods to extend.

The requirement is subject to a preference for Canadian goods

For the purposes of this procurement, Canada is acting as AGENT for the British Army Training Unit Suffield in accordance with the "Agreement Between the Government of Canada and The Government of The United Kingdom of Great Britain and Northern Ireland on British Armed Forces' Training in Canada" and the "Memorandum of Understanding Between The Department of National Defence of Canada and The Ministry of Defence of the United Kingdom of Great Britain and Northern Ireland Concerning British Armed Forces Training at Canadian Forces Base Suffield (the "MOU").

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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 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.

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

The [2006 \(2018-05-22\)](#) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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

Delete: 60 days
Insert: 120 days

2.1.1 SACC Manual Clauses

[B1000T](#) (2014-06-26), Condition of Material - Bid

2.2 Submission of Offers

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

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2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) 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.

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 08 of the 2006 standard instructions. 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 (one (1) hard copy)
Section II: Financial Offer (one (1) hard copy)
Section III: Certifications (one (1) hard copy)

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

- If the Offeror is simultaneously providing copies of its offer using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

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

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

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

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

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

Section I: Technical Offer

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

Section II: Financial Offer

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

3.1.1 Electronic Payment of Invoices - Offer

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

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

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

3.1.2 Exchange Rate Fluctuation

[C3011T \(2013-11-06\)](#), Exchange Rate Fluctuation

Section III: Certifications Offerors must submit the certifications and additional information required under Part 5.

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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 and **BATUS/MOD** will evaluate the bids.
- (c) The evaluation team will determine first if there are two or more offers with a valid Canadian Content certification. In that event, the evaluation process will be limited to the offers with the certification; otherwise, all offers will be evaluated. If some of the offers with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive offers with a valid certification remain, the evaluation will continue among those offers with a valid certification. If all offers with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other offers received will be evaluated.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

- Must be able to provide the items as detailed in Annex A – Requirement.
- Please note the *Flame Resistance in the specification in Table B*
 - Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled *Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement*, as amended from time to time.

4.1.2 Financial Evaluation

4.1.2.1 The total aggregate bid price will be determined by the sum of all line items as identified in Annex "B" - Basis of Payment.

SACC Manual Clause [M0222T](#) (2016-01-28), Evaluation of Price - Canadian/Foreign Offerors

4.2 Basis of Selection

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

SACC Manual Clause [M0031T](#) (2007-05-25), Basis of Selection -Mandatory Technical Criteria Only

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PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

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

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

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

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

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5.2.3 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.3.1 Canadian Content Certification

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the request for standing offer, offerors acknowledge that only offers for items with a certification that the item(s) offered are Canadian goods, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the offer will result in the item(s) offered being treated as non-Canadian goods.

- Offerors must clearly identify below which items meet the definition of Canadian good and complete the certification below.

The Offeror certifies that:

() the item(s) offered and identified as Canadian goods are Canadian goods as defined in paragraph 1 of clause [A3050T](#).

5.2.3.1.1 SACC Manual clause [A3050T](#) (2018-12-06), Canadian Content Definition

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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.

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 entitled "Standing Offer Reporting – Annex D ". 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 thirty (30) 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 the date of issuance to 31 March 2022.

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6.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional three (3) periods, from 01 April 2022 to 31 March 2023; 01 April 2023 to 31 March 2024 and 01 April 2024 to 31 March 2025 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 fifteen (15) 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:

Name: Denise Gerstmar
Title: Procurement Specialist
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Western
Address: 600 – 2010 12th Avenue, Regina SK S4P 0M3
Telephone: 306-241-1018
Facsimile: 306-975-5397
E-mail address: denise.gerstmar@pwgsc-tps.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 Project Authority

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

The Project Authority is the representative of the department or agency for whom the 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.

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6.5.3 Offeror's Representative

Name: _____

Title: _____

Company: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Department of National Defence, Canadian Forces Base Suffield, British Army Training Unit (BATUS).

6.7 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

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

or

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

6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$100,000.00 (Applicable Taxes included).

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6.9 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$to be inserted at Award of the Standing Offer (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.

6.10 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 (2018-07-16), General Conditions – Goods (Medium Complexity) ;
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated _____ (*insert date of offer*)

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.

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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.

For the purposes of this procurement, Canada is acting as AGENT for the British Army Training Unit Suffield in accordance with the "Agreement Between the Government of Canada and The Government of The United Kingdom of Great Britain and Northern Ireland on British Armed Forces' Training in Canada" and the "Memorandum of Understanding Between The Department of National Defence of Canada and The Ministry of Defence of the United Kingdom of Great Britain and Northern Ireland Concerning British Armed Forces Training at Canadian Forces Base Suffield (the "MOU").

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.

Section sixteen (16) Interest on Overdue Accounts, of [2010A \(2018-06-21\)](#), General Conditions - Goods (Medium Complexity) will not apply to payments made by credit cards.

6.3 Term of Contract

6.3.1 Delivery Date

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

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 specified in 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.

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6.4.2 Limitation of Expenditure

- 1) Canada's total liability to the Contractor under the Contract must not exceed **\$ TO BE INSERTED AT ISSUANCE OF STANDING THE OFFER**. Customs duties are included and Applicable Taxes are extra.
- 2) No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75% committed, or
 - b. four months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

- 3) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.4.3 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12), Single Payment

6.4.4 SACC Manual Clauses

[C2000C](#) (2007-11-30), Taxes - Foreign-based Contractor

6.4.5 Electronic Payment of Invoices – Call-up

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

To be inserted at award of Standing Offer

6.5 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.6 Insurance

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

6.7 SACC Manual Clauses

[A9041C](#) (2008-05-12), Salvage

[A9062C](#) (2011-05-16), Canadian Forces Site Regulations

[B1501C](#) (2018-06-21), Electrical equipment

[B7500C](#) (2006-06-16), Excess Goods

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ANNEX "A" REQUIREMENT

1. The Contractor shall supply and deliver furnishings on an "as required" basis for Married Quarters for the British Army Training Unit Suffield (BATUS) located at Canadian Forces Base Suffield, Alberta.
2. For the purposes of this procurement, Canada is acting as AGENT for the BATUS in accordance with the "Agreement Between the Government of Canada and The Government of The United Kingdom of Great Britain and Northern Ireland on British- Armed Forces' Training in Canada" and the "Memorandum of Understanding Between The Department of National Defence of Canada and The Ministry of Defence of the United Kingdom of Great Britain and Northern Ireland Concerning British Armed Forces Training at Canadian Forces Base Suffield (the "MOU")."

3. Background

This service supports BATUS training in Suffield which is critical for the deployment of Troops. The Canadian G4 Supply Department (Procurement Authority) is responsible for the coordination of requests for materials, between BATUS and the Offeror.

The Quartermasters Department (QM's) at BATUS is responsible for the budgeting, provision, accounting, rotation, and maintenance of Married Quarters (MQ's), through the Canadian Supply system. The QM's Accommodations Services Department is responsible for one hundred and ninety houses located in Alberta at Ralston, Redcliff, Medicine Hat, Calgary and Cochrane.

The hours of operation for deliveries at CFB Suffield are Monday through Thursday from 8:00 am to 4:00 pm, Friday from 8:00 am to 12:00 pm, with Saturday, Sunday and all statutory holidays closed for business.

4. Objective

The objective is to set up a Standing Offer Agreement for the provision of furnishings for Married Quarter's for BATUS at CFB Suffield from award of the Standing Offer until 31 March 2022 with three (1) option periods of one (1) year each, if required.

The Offeror must provide the furnishing listed herein and Annex 'B' – Basis of Payment.

*****PRICES MUST BE PROVIDED FOR ALL ITEMS, FOR ALL PERIODS.
FAILURE TO DO SO WILL RESULT IN YOUR BID BEING CONSIDERED NON-
RESPONSIVE*****

5. Product Recalls

- a. Should any Article delivered under the Contract be recalled by the Contractor, he must notify DND immediately to inform BATUS of:
 - i. Which Articles are being recalled.
 - ii. Why the Article is being recalled.
 - iii. The Contractor's rectification plan for the replacement of the Article.
- b. Should the Contractor recall an Article it shall be the Contractor's responsibility to replace the Article at no cost to DND within a timeframe agreed with BATUS.

6. Warranty

The **furniture** is free from defects in workmanship, materials and construction. The warranty period will start from the date of delivery; the warranty period is stated per item in the specifications tables. In the event that a defect is found, the manufacturer will either repair or replace the defective item, at its discretion within 48 hours at no cost to DND.

7. Deliverables

- a. The Offeror must provide a list of items delivered with serial numbers within 5 days of delivery. This will allow DND to track the warranty periods.
- b. The Offeror must ensure the delivery of serviceable (clean) and undamaged furnishings/major appliances to Building 322 at CFB Suffield during hours of operation.
- c. The Offeror must attach manuals to furnishings upon delivery.
- d. For items that require assembling, the Offeror will provide instructions for the Customer to assemble the goods.
- e. All items to come wrapped in plastic to allow for onward transportation.
- f. All items must be labeled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture.
- g. All upholstered products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations. Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)). Prior to delivery of any new or furniture which has had a change of material the Contractor must provide evidence from a independent test facility that all the relevant products adhere to Canada Consumer Product Safety Act (S.C. 2010,c. 21). Failure to produce the evidence will mean the product being rejected at no cost to DND.
- h. **Acceptance.** Only once the TA is satisfied that the deliverable meet the specifications in accordance with the tables, will invoices be processed. This will be based on an inspection by the BATUS technical staff which the contractor will be able to observe if necessary.
- i. The Offeror will exchange damaged items (if items are deemed unserviceable upon receipt) for serviceable ones at no additional cost to DND within 48 hours at no additional cost to DND. Missing items will be annotated upon receipt be the Customer and will expect the Offeror to issue the quantity of item/items missing. Partial issue of goods and back order items are acceptable.

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- j. The Contractor must supply replacement products for all rejected items within 48 hours at no additional cost to DND

8. Timber Products

- a. All items of furniture in the range shall be of sound construction, joints neatly and accurately cut, fully closed and fixed with component parts machined square, flat and true.
- b. Doors and drawers to be fitted correctly with accurate and parallel spacing.
- c. Solid timber shall be prime quality, conditioned to moisture content of 10% +/- 2%, be selected for straight grain and, where appropriate, match veneer which shall be selected for mild figure, straight grain and uniformity of colour.
- d. All fixing screws and bolts are to be of correct length and where appropriate, their threads must be sufficient to properly fill the nuts, tee-nuts or threaded inserts.
- e. The under frame of upholstered products shall be sound/robust, either jointed or doweled.

9. Metal Products

- a. Metal items manufactured from sheet steel, tube or square section shall be sound and fit for purpose with all folds and welds neatly and correctly executed.
- b. Welds shall be free from distortion, oxidation arcing, splash, undercutting, blowholes, excessive build-up or any other similar defects.
- c. Metalwork shall be completely free from rust and scale, and properly degreased and phosphated prior to application of the final surface finish to ensure good adhesion of the stove enamel or epoxy-powder.
- d. The surface finish shall be non-reflective, flat, smooth and free from any imperfections.

10. Upholstery

- a. The upholstery shall be accurately and neatly fitted, staples fully driven home, spaced evenly and to the highest commercial standards. Staples shall only be visible on the underside of the product. All upholstery shall be free from loose ends of sewing, protrusions of material or fastenings which may cause injury or discomfort.
- b. Upholstered products are to be covered with the prescribed fabric, those products for use with stretch/tailored loose covers are to be covered with a Fire Retardant Interliner.
- c. Upholstered furniture shall be fire retardant in accordance with Canada Consumer Product Safety Act (S.C. 2010, c. 21).
- d. Foam must be combustion modified.

11. Estimates

- a. The estimated quantities listed herein are for evaluation purposes only and will not form part of the resulting Standing Offer. Actual usage may vary from the amounts shown.

Table A – Furniture, Solid Wood		Estimates		
Item#	Deliverables	19/20	20/21	21/22
1	Coffee and End Table Set	15	4	5
2	Coffee Table	1		
3	End Table	1		
4	Single Pedestal Dining Room Set	2	2	2
5	Dining Room Table Single Pedestal	0	2	0
6	Double Pedestal Dining Room Set	1		
7	Dining Room Table Double Pedestal	1		
8	Dining Room Chair Armless	2	0	0
9	Dining Room Chair With Arms	8	8	8
10	Buffet/Sideboard	1		
11	Bookcase	2	8	6

Table B Chairs, Sofas and Sofa Sets		Estimates		
Item#	Deliverables	19/20	20/21	21/22
1	3 Piece Suite (Consists of a 3 seat sofa, 2 seat sofa and 1 seat chair) 'Off the Shelf'	25	22	25
2	3 Seat Sofa 'Off the Shelf'	20	20	20
3	2 Seat Sofa 'Off the Shelf'	6	6	6
4	1 Seat Chair 'Off the Shelf'	20	20	20
5	3 Piece Suite (Consists of a 3 seat sofa, 2 seat sofa and 1 seat chair) – Designed due to size	1	1	1
6	3 Seat Sofa – Designed due to size	1	1	1
7	2 Seat Sofa– Designed due to size	1	1	1
8	1 Seat Chair– Designed due to size	1	1	1
9	Sectional 'Off the Shelf'	1	1	1
10	Sectional ' Off the Shelf'	1	1	1

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11	Sectional ' Off the Shelf'	1	1	1
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Table C – Household Items

Item#	Deliverables	Estimates		
		19/20	20/21	21/22
1	Table Lamp	26	24	21
2	Floor Lamp	21	24	26
3	Shade for Table and Floor Lamps (above)	100	90	115

Specifications

- **Maximum measurements are provided and cannot be exceeded due to the physical constraints of the door frames / house entry ways.**
- **A tolerance of - 3" will be acceptable as the minimum measurements.**

Table A – Furniture, Solid Wood

Item#	Deliverables	Warranty	Manuals
1	Coffee and End Table Set -Include one coffee table and two end tables -Coffee table max. 48"W X 24"D X 16"H -End tables max. 20"W X 22"D X 22"H -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Include Assembly Manual
2	Coffee Table -Rectangle in shape -Dimensions: max. 48"W X 24"D X 16H -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Include Assembly Manual
3	End Table -Dimensions: max. 20"W X 22"D X 22H -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Include Assembly Manual
4	Single Pedestal Dining Room Set -Consists of one dining room table (with one leaf) and six armless chairs -Dimensions with leaf: max. 40" X 40" X 60" -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Include Assembly Manual
5	Dining Room Table Single Pedestal -Includes one leaf -Dimensions with leaf: max. 40" X 40" X 60" -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Include Assembly Manual
6	Double Pedestal Dining Room Set - Consists of one dining room table (with min. two leaves), six armless chairs and two chairs with arms -Dimensions with two leaves: max. 42" X 60" X 90" -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Include Assembly Manual
7	Dining Room Table Double Pedestal -Dimensions with two leaves: max. 42" X 60" X 90" -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Include Assembly Manual
8	Dining Room Chair Armless -No fabric on chairs -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Deliver Assembled
9	Dining Room Chair With Arms -No fabric on chairs -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Deliver Assembled
10	Buffet/Sideboard -Dimensions: max. 48"W X 17"D X 34"H -Max. of three drawers and max. three cupboard doors -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Deliver Assembled
11	Bookcase -Dimensions: max. 3'W X 1'D X 4'H -Three shelves -Solid hardwood construction- birch, alder wood or maple	Min 5 Year Warranty	Deliver Assembled

Table B - Chairs, Sofas and Sofa Sets

<p>1</p>	<p>3 Piece Suite (Consists of a 3 seat sofa, 2 seat sofa and 1 seat chair)</p> <p>Colour: Natural (earth tone) Colour and fabric must be the same for all 3 pieces Cushion Covers preferred</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations. Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>Furniture must be treated to repel spills for easier clean-up.</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <hr/> <p>Max. measurement: -3 seat sofa: 86"W X 35"D X 30"H -2 seat sofa: 62"W X 35"D X 30"H -1 seat chair: 42"W X 35"D X 30"H</p>	<p>Min 5 Year Warranty</p>	<p>Deliver Assembled</p>
<p>2</p>	<p>3 Seat Sofa</p> <p>-Colour and fabric must match 3 Piece Suite - Must meet build requirement as detailed below:</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations. Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>Furniture must be treated to repel spills for easier clean-up.</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p>	<p>Min 5 Year Warranty</p>	<p>Deliver Assembled</p>

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	Max. measurement: -3 seat sofa: 86"W X 35"D X 30"H		
3	<p>2 Seat Sofa -Colour and fabric must match 3 Piece Suite</p> <p>Must meet build requirement as detailed below:</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations. Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>Furniture must be treated to repel spills for easier clean-up.</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <hr/> <p>Max. measurement: -2 seat sofa: 62"W X 35"D X 30"H</p>	Min 5 Year Warranty	Deliver Assembled
4	<p>1 Seat Chair -Colour and fabric must match 3 Piece Suite</p> <p>Must meet build requirement as detailed below:</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations. Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>Furniture must be treated to repel spills for easier clean-up.</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <hr/> <p>Max. measurement: -1 seat chair: 42"W X 35"D X 30"H</p>	Min 5 Year Warranty	Deliver Assembled
5	3 Piece Suite (Consists of a 3 seat sofa, 2 seat sofa and	Min 5 Year	Deliver

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<p>1 seat chair)</p> <p>Colour: Natural (earth tone)</p> <p>Colour and fabric must be the same for all 3 pieces</p> <p>Cover</p> <p>All cushions should come with a cover and be washable/ dry cleanable. The covers shall have zips to allow the covers to be taken on and off. The covers shall be tightly fitting over the cushion and liner (no sag)</p> <p>The carcous should come with a tight fitting cover. The cover shall fixed in place by Velcro to prevent movement. The cover shall not sag.</p> <p>All seat cushions are to be minimum foam designation CM-HB-S-170(I) (Density 35kg/m2); the back cushions are to be minimum hollow fill fibre (6 Denier) The back cushions can be made from foam designation CM-HB-S-170(I) (Density 35kg/m2).</p> <p>The armchair and settee carcasses shall be constructed from minimum 18mm plywood.</p> <p>All cross members and corner braces shall be beech or equivalent hardwood, glued and screwed using a PVA adhesive, other joints shall be fully glued and stapled.</p> <p>Arms shall be bolted to seat and back frame using minimum M8 bolts and T-nuts.</p> <p>Each product shall be fitted with heavy-duty (replaceable) 50mm dia "shepherd" castors which shall be fitted to beech or equivalent hardwood blocks.</p> <p>Each individual seat cushion shall be supported on at least 5 equally spaced interlaced heavy-duty 50mm wide elasticated webbing securely stapled to the armchair or settee base. The webbings shall be covered with minimum 18mm foam.</p> <p>The back of the settee shall be supported by equally spaced interlaced heavy-duty 50mm wide elasticated webbing securely stapled to the armchair or settee base. The webbings shall be covered with minimum 18mm foam.</p> <p>The underside of the seat and settee bases shall be covered and neatly stapled with an appropriate quality scrim complying with Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p>	Warranty	Assembled
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	<p>The back suspension system will provide a flexible support for the back cushion and will be covered in the FR Interliner.</p> <p>Fillings must not creak or squeak.</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations</p> <p>interliner can be of a neutral or dark colour.</p> <p>The FR Interliner shall be fitted over all Combustion Modified High Resilient (CMHR) foam</p> <p>Furniture must be treated to repels spills for easier cleanup</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <hr/> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <p>Max. measurement: -3 seat sofa: 86"W X 35"D X 30"H -2 seat sofa: 62"W X 35"D X 30"H -1 seat chair: 42"W X 35"D X 30"H</p>		
6	<p>3 Seat Sofa</p> <p>-Colour and fabric must match 3 Piece Suite -Preferred neutral colour: (brown)</p> <p>Must meet build requirement as detailed below:</p> <p>Colour and fabric must be the same for all 3 pieces</p> <p>Cover</p> <p>All cushions should come with a cover and be washable/ dry cleanable. The covers shall have zips to allow the covers to be taken on and off. The covers shall be tightly fitting over the cushion and liner (no sag)</p> <p>The carcous should come with a tight fitting cover. The cover shall fixed in place by Velcro to prevent movement. The cover shall not sag.</p> <p>All seat cushions are to be minimum foam designation</p>	Min 5 Year Warranty	Deliver Assembled

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<p>CM-HB-S-170(I) (Density 35kg/m2); the back cushions are to be minimum hollow fill fibre (6 Denier) The back cushions can be made from foam designation CM-HB-S-170(I) (Density 35kg/m2).</p> <p>The armchair and settee carcasses shall be constructed from minimum 18mm plywood.</p> <p>All cross members and corner braces shall be beech or equivalent hardwood, glued and screwed using a PVA adhesive, other joints shall be fully glued and stapled.</p> <p>Arms shall be bolted to seat and back frame using minimum M8 bolts and T-nuts.</p> <p>Each product shall be fitted with heavy-duty (replaceable) 50mm dia "shepherd" castors which shall be fitted to beech or equivalent hardwood blocks.</p> <p>Each individual seat cushion shall be supported on at least 5 equally spaced interlaced heavy-duty 50mm wide elasticated webbing securely stapled to the armchair or settee base. The webbings shall be covered with minimum 18mm foam.</p> <p>The back of the settee shall be supported by equally spaced interlaced heavy-duty 50mm wide elasticated webbing securely stapled to the armchair or settee base. The webbings shall be covered with minimum 18mm foam.</p> <p>The underside of the seat and settee bases shall be covered and neatly stapled with an appropriate quality scrim complying with Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>The back suspension system will provide a flexible support for the back cushion and will be covered in the FR Interliner.</p> <p>Fillings must not creak or squeak.</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations</p> <p>interliner can be of a neutral or dark colour.</p> <p>The FR Interliner shall be fitted over all Combustion Modified High Resilient (CMHR) foam</p> <p>Furniture must be treated to repels spills for easier cleanup</p>		
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	<p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <hr/> <p>Max. measurement: -3 seat sofa: 86"W X 35"D X 30"H</p>		
7	<p>2 Seat Sofa -Colour and fabric must match 3 Piece Suite -Preferred neutral colour: (brown)</p> <p>Must meet build requirement as detailed below:</p> <p>Cover</p> <p>All cushions should come with a cover and be washable/dry cleanable. The covers shall have zips to allow the covers to be taken on and off. The covers shall be tightly fitting over the cushion and liner (no sag)</p> <p>The carcous should come with a tight fitting cover. The cover shall fixed in place by Velcro to prevent movement. The cover shall not sag.</p> <p>All seat cushions are to be minimum foam designation CM-HB-S-170(I) (Density 35kg/m2); the back cushions are to be minimum hollow fill fibre (6 Denier) The back cushions can be made from foam designation CM-HB-S-170(I) (Density 35kg/m2).</p> <p>The armchair and settee carcasses shall be constructed from minimum 18mm plywood.</p> <p>All cross members and corner braces shall be beech or equivalent hardwood, glued and screwed using a PVA adhesive, other joints shall be fully glued and stapled.</p> <p>Arms shall be bolted to seat and back frame using minimum M8 bolts and T-nuts.</p> <p>Each product shall be fitted with heavy-duty (replaceable) 50mm dia "shepherd" castors which shall be fitted to beech or equivalent hardwood blocks.</p> <p>Each individual seat cushion shall be supported on at least 5 equally spaced interlaced heavy-duty 50mm wide</p>	Min 5 Year Warranty	Deliver Assembled

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	<p>elasticated webbing securely stapled to the armchair or settee base. The webbings shall be covered with minimum 18mm foam.</p> <p>The back of the settee shall be supported by equally spaced interlaced heavy-duty 50mm wide elasticated webbing securely stapled to the armchair or settee base. The webbings shall be covered with minimum 18mm foam.</p> <p>The underside of the seat and settee bases shall be covered and neatly stapled with an appropriate quality scrim complying with Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>The back suspension system will provide a flexible support for the back cushion and will be covered in the FR Interliner.</p> <p>Fillings must not creak or squeak.</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations</p> <p>interliner can be of a neutral or dark colour.</p> <p>The FR Interliner shall be fitted over all Combustion Modified High Resilient (CMHR) foam</p> <p>Furniture must be treated to repels spills for easier cleanup</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <p>Max. measurement: -2 seat sofa: 62"W X 35"D X 30"H</p>		
8	<p>1 seat chair</p> <p>Colour: Natural (earth tone)</p> <p>Colour and fabric must be the same for all 3 pieces</p> <p>Cover</p>	Min 5 Year Warranty	Deliver Assembled

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<p>All cushions should come with a cover and be washable/dry cleanable. The covers shall have zips to allow the covers to be taken on and off. The covers shall be tightly fitting over the cushion and liner (no sag)</p> <p>The carcous should come with a tight fitting cover. The cover shall fixed in place by Velcro to prevent movement. The cover shall not sag.</p> <p>All seat cushions are to be minimum foam designation CM-HB-S-170(l) (Density 35kg/m2); the back cushions are to be minimum hollow fill fibre (6 Denier) The back cushions can be made from foam designation CM-HB-S-170(l) (Density 35kg/m2).</p> <p>The armchair and settee carcasses shall be constructed from minimum 18mm plywood.</p> <p>All cross members and corner braces shall be beech or equivalent hardwood, glued and screwed using a PVA adhesive, other joints shall be fully glued and stapled.</p> <p>Arms shall be bolted to seat and back frame using minimum M8 bolts and T-nuts.</p> <p>Each product shall be fitted with heavy-duty (replaceable) 50mm dia "shepherd" castors which shall be fitted to beech or equivalent hardwood blocks.</p> <p>Each individual seat cushion shall be supported on at least 5 equally spaced interlaced heavy-duty 50mm wide elasticated webbing securely stapled to the armchair or settee base. The webbings shall be covered with minimum 18mm foam.</p> <p>The back of the settee shall be supported by equally spaced interlaced heavy-duty 50mm wide elasticated webbing securely stapled to the armchair or settee base. The webbings shall be covered with minimum 18mm foam.</p> <p>The underside of the seat and settee bases shall be covered and neatly stapled with an appropriate quality scrim complying with Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>The back suspension system will provide a flexible support for the back cushion and will be covered in the FR Interliner.</p> <p>Fillings must not creak or squeak.</p> <p>All products shall be fully upholstered in a flame retardant</p>		
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	<p>Interliner, in accordance with Textile Flammability Regulations</p> <p>interliner can be of a neutral or dark colour.</p> <p>The FR Interliner shall be fitted over all Combustion Modified High Resilient (CMHR) foam</p> <p>Furniture must be treated to repels spills for easier cleanup</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <hr/> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <p>Max. measurement: -1 seat chair: 42"W X 35"D X 30"H</p>		
9	<p>Sectional Sofa – Left hand facing (end) -Colour and fabric must match sectional Sofa -Preferred neutral colour: (brown) Must meet build requirement as detailed below:</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations. Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>Furniture must be treated to repel spills for easier clean-up.</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <hr/> <p>Max. measurement: -1 seat chair: 42"W X 35"D X 30"H</p>	Min 5 Year Warranty	Deliver Assembled
10	<p>Sectional Sofa – Right Hand facing (end) -Colour and fabric must match 3 Piece Suite -Preferred neutral colour: (brown)</p>	Min 5 Year Warranty	Deliver Assembled

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	<p>Must meet build requirement as detailed below:</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations. Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>Furniture must be treated to repel spills for easier clean-up.</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <hr/> <p>Max. measurement: -1 seat chair: 42"W X 35"D X 30"H</p>		
11	<p>Sectional Sofa – middle</p> <p>-Colour and fabric must match 3 Piece Suite -Preferred neutral colour: (brown)</p> <p>Must meet build requirement as detailed below:</p> <p>All products shall be fully upholstered in a flame retardant Interliner, in accordance with Textile Flammability Regulations. Textile Flammability Regulations (Canada Consumer Product Safety Act (S.C. 2010, c. 21)).</p> <p>Furniture must be treated to repel spills for easier clean-up.</p> <p>The furniture must be labelled in accordance with federal and provisional Federal Labelling Requirements for Upholstered Furniture</p> <p>Applicable standard - The flame spread time must be determined according to the Canadian General Standards Board standard CAN/CGSB-4.2 No. 27.5, entitled <i>Textile Test Methods: Flame Resistance — 45° Angle Test — One-Second Flame Impingement</i>, as amended from time to time.</p> <hr/> <p>Max. measurement: -1 seat chair: 42"W X 35"D X 30"H</p>	Min 5 Year Warranty	Deliver Assembled

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Table C – Household Items

1	Table Lamp -Cone shape cotton and linen shade -Shade colour - white -Metal base -Approx. 16" high -Rotary 2-way Switch -One 60 Watt bulb	Min 5 Year Warranty	
2	Floor Lamp -Cone shape cotton and linen shade -Shade colour - white -Metal base -Approx. 54" high -Rotary 2-way Switch -One 60 Watt bulb	Min 5 Year Warranty	
3	Shade for Table and Floor Lamps (above) -White -Cone shape cotton and linen shade -Max 15" diameter X 9" high	Min 5 Year Warranty	

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ANNEX "B" BASIS OF PAYMENT

- ❖ GST is to be excluded from prices quoted herein
- ❖ GST, if applicable, is to be added to the invoice as a separate item.
- ❖ Price are to be FOB Destination

*****PRICES MUST BE PROVIDED FOR ALL ITEMS, FOR ALL PERIODS.
FAILURE TO DO SO WILL RESULT IN YOUR BID BEING CONSIDERED NON-RESPONSIVE*****

Dates:

Standing Offer Year One:	from date to issuance (to be inserted at award) to 31 March 2020
Standing Offer Year Two:	01 April 2020 to 31 March 2021
Standing Offer Year Three:	01 April 2021 to 31 March 2022
Option Year One:	01 April 2022 to 31 March 2023
Option Year Two:	01 April 2023 to 31 March 2024
Option Year Three:	01 April 2024 to 31 March 2025

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1.1 Table A –Furniture, Solid Wood

Item #	Deliverables	Delivery Timeframe	Year 1	Year 2	Year 3	Option Year 1	Option Year 2	Option Year 3
1	Coffee and End Table Set		\$_____/set	\$_____/set	\$_____/set	\$_____/set	\$_____/set	\$_____/set
2	Coffee Table		\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each
3	End Table		\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each
4	Single Pedestal Dining Room Set		\$_____/set	\$_____/set	\$_____/set	\$_____/set	\$_____/set	\$_____/set
5	Dining Room Table Single Pedestal		\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each
6	Double Pedestal Dining Room Set		\$_____/set	\$_____/set	\$_____/set	\$_____/set	\$_____/set	\$_____/set
7	Dining Room Table Double Pedestal		\$_____/each	\$_____/Each	\$_____/Each	\$_____/Each	\$_____/each	\$_____/each
8	Dining Room Chair Armless		\$_____/Each	\$_____/each	\$_____/Each	\$_____/Each	\$_____/each	\$_____/each
9	Dining Room Chair With Arms		\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each
10	Buffet/Sideboard		\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each
11	Bookcase		\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each
SUBTOTALS								
Year 1 + Year 2 + Year 3 + Option Year 1 + Option Year 2 + Option Year 3								

1.2 Table B –3-2-1 – Chairs, Sofas and Sofa Sets

Item#	Deliverables	Delivery Timeframe	Year 1	Year 2	Year 3	Option Year 1	Option Year 2	Option Year 3
1	3 Piece Suite (Consists of a 3 seat sofa, 2 seat sofa and 1 seat chair) 'Off the Shelf'		\$_____/ 3 piece suite					
2	3 Seat Sofa 'Off the Shelf'		\$_____/ each					
3	2 Seat Sofa 'Off the Shelf'		\$_____/ each					
4	1 Seat Chair 'Off the Shelf'		\$_____/ each					
5	3 Piece Suite (Consists of a 3 seat sofa, 2 seat sofa and 1 seat chair) – Designed due to size		\$_____/ 3 piece suite					
6	3 Seat Sofa – Designed due to size		\$_____/ each					
7	2 Seat Sofa– Designed due to size		\$_____/ each					
8	1 Seat Chair– Designed due to size		\$_____/ each					
9	Sectional Sofa – Left hand facing (end)		\$_____/ each					
10	Sectional Sofa – Right Hand facing (end)		\$_____/ each					
11	Sectional Sofa – middle		\$_____/ each					
SUBTOTALS								
Year 1 + Year 2 + Year 3 + Option Year 1 + Option Year 2 + Option Year 3								

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1.3 Table C – Household Items

Item#	Deliverables	Delivery Timeframe	Year 1	Year 2	Year 3	Option Year 1	Option Year 2	Option Year 3
1	Table Lamp		\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each
2	Floor Lamp		\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each
3	Shade for Table and Floor Lamps (above)		\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each	\$_____/each
SUBTOTALS								
Year 1 + Year 2 + Year 3 + Option Year 1 + Option Year 2 + Option Year 3								

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

ELECTRONIC PAYMENT INSTRUMENTS

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

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

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ANNEX "D"
STANDING OFFER USAGE REPORT

Return to: PWGSC
Acquisitions Branch
110 – 101 22nd Street East
Saskatoon SK S7K 0E1
Fax: (306) 975-5397
Email: WST-PA-CAL@pwgsc-tpsgc.gc.ca

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: Department of National Defence
Reporting Period: _____

ITEM NO.	CALL-UP/CONTRACT NO. DESCRIPTION	VALUE OF THE CALL-UP/CONTRACT	GST/HST

(A) Total Dollar Value Call-ups for this reporting period:	
(B) Accumulated Call-up Totals to Date:	
(A+B) Total Accumulated Call-ups:	

NIL REPORT: We have not done any business with the Federal Government this period: []

PREPARED BY:

NAME: _____

PHONE: _____

SIGNATURE: _____ DATE: _____