



RETURN OFFERS TO:
RETOURNER LES OFFRES À :
Parks Canada Agency Bid Receiving Unit
National Contracting Services

Bid Fax: (877)558-2349

OR

Bid E-mail address:

pc.soumissioncornwall-cornwallquote.pc@canada.ca

The only acceptable email address for responses to bid solicitations is pc.soumissioncornwall-cornwallquote.pc@canada.ca. Bids submitted by email directly to the Contracting Authority or to any email address other than pc.soumissioncornwall-cornwallquote.pc@canada.ca will not be accepted.

The maximum email file size that Parks Canada is capable of receiving is 6 megabytes. The Bidder is responsible for any failure attributable to the transmission or receipt of the emailed bid due to file size.

REQUEST FOR STANDING OFFERS

DEMANDE D'OFFRES À COMMANDES

Canada, as represented by the Minister of the Environment and Climate Change for the purposes of the Parks Canada Agency, hereby requests a Standing Offer on behalf on the Identified Users herein.

Le Canada, représenté par le ministre l'Environnement et du Changement climatique aux fins de l'Agence Parcs Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires :

Issuing Office - Bureau de distribution :
Parks Canada Agency
National Contracting Services
John Cabot Building
St. John's, NL A1C 6M1

Title - Sujet : Supply and Delivery of Firewood to Georgian Bay Islands, Parks Canada	
Solicitation No. - N° de l'invitation : 5P300-18-0405/A	Date : March 25, 2019
Client Reference No. - N° de référence du client : "n/a"	
GETS Reference No. N° de référence de SEAG : "n/a"	
Solicitation Closes - L'invitation prend fin : At - à : 2 :00pm On - le : May 6, 2019	Time Zone - Fuseau horaire EDT
F.O.B. - F.A.B. : Plant - Usine : <input type="checkbox"/> Destination : <input checked="" type="checkbox"/> Other - Autre : <input type="checkbox"/>	
Address Enquiries to - Adresser toutes demande de renseignements à : Colleen Sheehan	
Telephone No. - N° de telephone : (709) 772-6129	Email Address – Couriel : Colleen.sheehan@canada.ca
Destination of Goods, Services, and Construction - Destination des biens, services, et construction : Georgian Bay Islands National Park 2611 Muskoka Road 5, Honey Harbour, ON	
TO BE COMPLETED BY THE OFFEROR - À REMPLIR PAR LE L'OFFRANT	
Vendor/ Firm Name - Nom du fournisseur/ de l'entrepreneur :	
Address - Adresse :	
Telephone No. - N° de telephone :	Fax No. - N° de télécopieur :
Name of person authorized to sign on behalf of the Vendor/ Firm (type or print) - Nom de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie) :	
Signature :	Date :

Solicitation No. - N° de l'invitation :
5P300-18-0405/A

Amd. No. - N° de la modif. :
00

**Standing Offer Authority - Responsable de
l'offre à commandes :**
Colleen Sheehan

Supply and Delivery of Firewood to Georgian Bay Islands, Parks Canada

IMPORTANT NOTICE TO OFFERORS

Direct Deposit

The Government of Canada has replaced cheques with direct deposit payment(s), an electronic transfer of funds deposited directly into a bank account. New vendors who are awarded a standing offer will be required to complete a Direct Deposit enrolment form in order to register their direct deposit information with Parks Canada to receive payment.

Additional information on this Government of Canada initiative is available at:

<http://www.directdeposit.gc.ca>

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Supply and Delivery of Firewood to Georgian Bay Islands, Parks Canada

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PART 1 – GENERAL INFORMATION

1.1 Introduction

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

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and
- Part 7 7A, Standing Offer, and 7B, Resulting Contract Clauses:
 - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
 - 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

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

1.2 Summary

Georgian Bay Islands National Park has a requirement to purchase firewood for the 2019 and 2020 summer seasons with an option to extend the contract for one (1) additional two (2) year period.

Per year, the Contractor will be responsible for the delivery of an estimated 2,500 bags of firewood and 1,100 bags of kindling. Firewood and kindling must have been dried, split & bagged prior to delivery to Georgian Bay Islands National Park office at 2611 Muskoka Road 5, Honey Harbour, Ontario.

An initial delivery of 475 bags of firewood and 275 bags of kindling will be required between May 01, and May 17, of each year. Remainder will be delivered in 250 bag allotments (175 firewood, 75 kindling) over the length of the Standing Offer following the initial delivery.

The call up limitation is \$15,000.00(HST included). The total value of this Standing Offer will not exceed \$100,000.00 (HST included).

- 1.2.1** The requirement is subject to the provisions of the the Canadian Free Trade Agreement (CFTA) and the North American Free Trade Agreement (NAFTA).
- 1.2.2** The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 7A -Standing Offer, and Part 7B - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.

1.3 Security Requirements

There is no security requirement applicable to this Standing Offer.

1.4 Debriefings

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

PART 2 – OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

2.2 Submission of Offers

Offers must be submitted only to Parks Canada Agency Bid Receiving Unit by the date, time and place indicated on page 1 of the RFSO. Tenders received by either fax or email will be accepted as official.

Bids received by **either fax or email** will be accepted as official. **Fax submission: 1-877-558-2349**

The only acceptable email address for responses to bid solicitations is pc.soumissioncornwall-cornwallquote.pc@canada.ca. Bids submitted by email directly to the Contracting Authority or to any email address other than pc.soumissioncornwall-cornwallquote.pc@canada.ca will not be accepted.

The maximum email file size that Parks Canada is capable of receiving is 6 megabytes. The Offeror is responsible for any failure attributable to the transmission or receipt of the emailed offer due to file size.

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 Ontario.

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

PART 3 – OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

Canada requests that the Offeror provide their bid in separately bound sections as follows:

Section I: Financial Offer: 1 soft copy

Section II: Certifications: 1 soft copy

Section I: Financial Offer

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

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 any technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

4.1.1 Financial Evaluation

The price of the offer will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

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 awarded 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 Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

The Offeror, regardless of their status under the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html), must submit a list of names prior to issuance of a standing offer. Offerors must provide the information requested at Annex C to Part 5 of the Request for Standing Offers.

5.2.2 Federal Contractors Program for Employment Equity – Bid 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) 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.

PART 6 – SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 Security Requirements

There is no security requirement applicable to this Standing Offer.

PART 7 – STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

7.1.1 Supply and Delivery of Firewood to Georgian Bay Islands, Parks Canada. The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex A.

7.2 Security Requirements

There is no security requirement applicable to the Standing Offer.

7.3 Standard Clauses and Conditions

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

7.3.1 General Conditions

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

7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from date of award to October 9, 2020.

7.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional period, from May 3, 2021 to October 7, 2022 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 15 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:
Colleen Sheehan
Advisor, National Contracting Services
Parks Canada Agency
John Cabot Building
St. John's, NL A1C 6M1

Telephone: 709-772-6129

Email: colleen.sheehan@canada.ca

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

7.5.2 Project Authority

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

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

7.5.3 Offeror's Representative

The Offeror's Representative for the Standing Offer is:

Representative's Name:
Title:
Vendor/ Firm Name:
Address:

City:	Province / Territory:	Postal Code / ZIP Code:
Telephone:	Facsimile:	
Email Address:		
Procurement Business Number (PBN) or Goods and Services Tax (GST) Number:		

7.4 Identified Users

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

**Georgian Bay Islands National Park of Canada
Parks Canada**

7.5 Call-up Procedures

The Identified User authorized to make call-ups against the Standing Offer will issue a Call-up Against a Standing Offer each time goods are required. The goods will be provided in accordance with the fixed unit rates as per Annex "B" of the Standing Offer.

7.6 Call-up Instrument

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

7.7 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ 15,000.00 (Applicable Taxes included).

7.8 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$100,000.00 (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 2 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

7.9 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;

Supply and Delivery of Firewood to Georgian Bay Islands, Parks Canada

- (c) the general conditions [2005](#) (2017-06-21), General Conditions - Standing Offers - Goods or Services;
- (d) the general conditions [2029](#) (2016-04-04) General Conditions - Goods or Services (Low Dollar Value)
- (e) Annex A, Requirement;
- (f) Annex B, Basis of Payment;
- (g) Annex C, Attestation and Proof of Compliance with Occupational Health and Safety (OHS)
- (h) the Offeror's offer dated *** **to be inserted at issuance of a standing offer *****. *(If the offer was clarified or amended, insert at the time of issuance of the standing offer: “, as clarified on _____” or “, as amended on _____” and insert date(s) of clarification(s) or amendment(s)).*

7.10 Certifications and Additional Information

7.10.1 Compliance

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

7.11 Applicable Laws

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

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

7.1 Requirement

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

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

[2029](#) (2016-04-04), General Conditions – Goods or Services (Low Dollar Value) apply to and form part of the Contract.

7.3 Term of Contract

7.3.1 Period of Contract

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

7.4 Payment

7.4.1 Basis of Payment

Supply and Delivery of Firewood to Georgian Bay Islands, Parks Canada

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price(s) as specified in Annex B for a cost of \$ _____ insert the amount at contract award). Customs duties are included and Applicable Taxes are extra.

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

7.4.2 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

7.5 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:

The original must be forwarded to the attention of the Project Authority at the address shown on the Call up against a Standing Offer form for certification and payment.

7.6 Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

7.7 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or Representative. Should any report, document, good or service not be in accordance with the requirement of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the project authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX A REQUIREMENT

1. Project Purpose:

Georgian Bay Islands National Park needs to purchase firewood for the 2019/2020 summer season with an option to extend for an additional two year period. Per year, the Contractor will be responsible for the delivery of an estimated 2,500 bags of firewood and 1,100 bags of kindling. Firewood must have been dried, split & bagged. Firewood must be delivered to Georgian Bay Islands National Park office at 2611 Muskoka Road 5, Honey Harbour, Ontario. An initial delivery of 475 bags of firewood and 275 bags of kindling is required to occur in between May 01 and May 17. Additional deliveries will be required in 250 bag allotments (175 firewood, 75 kindling).

2. All Firewood Must Be:

- Dry & seasoned
- Free from rot, disease and insect presence
- Split
 - Typical firewood piece to be 10" - 12" in length, 3" – 5" in diameter
 - Typical kindling piece to be 10" – 12" in length, 1" – 2" in diameter
- Bagged in plastic mesh bag closed with a draw cord at the top of each bag

3. Additional Conditions:

- The firewood in each bag must stack to at least 12" x 12" x 12" which equals 1 cubic foot
- The kindling in each bag must stack to at least 12" x 12" x 6" which equals 0.5 cubic foot
- At least 60% of the firewood and kindling pieces in each bag must be from a hardwood species (ie ash, basswood, beech, birch, elm, poplar, maple, oak)
- It is essential that the wood will be dry (moisture level must be below 20%).
The Contractor will be supplied with a moisture gauge.
- Upon delivery, staff may check moisture content of random bags being delivered & may refuse delivery if wood moisture level reading are beyond the 20% moisture level
- An optional 500 bags of firewood may be requested per year before the period of service is complete for the year.
- Due to storage constraints wood is to be delivered in no more than 250 bag allotments.
- Wood must be "pest free".

4. Contractor's Responsibilities:

It is the responsibility of the Contractor to:

- Supply and dry firewood.
- Any wording, logos, symbols or markings if any, that will appear on the mesh bags or placed in the mesh bags must be forwarded to the Project Authority for prior approval.
- Delivery of bagged firewood and kindling will be the Contractors responsibility and included in the quotation, the delivery address is Georgian Bay Islands National Park office at 2611 Muskoka Road 5, Honey Harbour, Ontario.

Supply and Delivery of Firewood to Georgian Bay Islands, Parks Canada

- Arrange delivery with Parks Canada Project Authority
- Abide by all legislation related to transportation of firewood
- Provide the geographical source of firewood upon request

5. Parks Canada's Responsibilities:

- Approve or reject any wording, logos, symbols or markings to appear on the mesh bags or placed in the mesh bags
- Verify documentation provided by the Contractor
- Ensure Park personnel meet the Contractor at the drop off point at 2611 Muskoka Road 5, Honey Harbour, Ontario location to accept & assist off-loading of the bagged firewood
- Test moisture of firewood prior to unloading

6. Schedule for Delivery of Wood:

- Parks Canada Project Authority will provide the contractor with 7 days notice prior to requiring the next load of firewood.
- At the time of delivery, the Contractor will provide the Park representative with a slip or invoice indicating the number of bags delivered. Invoice must be signed off by the Parks Canada Representative as a verification of the number of bags delivered. A copy will be retained by Parks Canada.
- Due to storage constraints wood is to be delivered in no more than 250 bag allotments.

Supply and Delivery of Firewood to Georgian Bay Islands, Parks Canada

**ANNEX B
BASIS OF PAYMENT**

The Bidder offers to Canada to perform and complete the work for the above named project in accordance with the Bid Documents for the Total Bid Amount of:

Table 1: STANDING OFFER PERIOD: 2019 & 2020 Seasons. (Contract Award – October 9, 2020).

	Criteria	Unit of Measure	a Estimated # of Bags	b Price Per Bag	axb Estimated Total
1	Firewood, Dried, Split and Bagged as outlined in the Annex A - Requirement	Bag	5,000	\$	\$
2	Kindling, Dried, Split and Bagged as outlined in the Annex A - Requirement	Bag	2,200	\$	\$
Total (tax not included)				\$	

Table 2: OPTION PERIOD: 2021 & 2022 Seasons. (May 3, 2021 – October 7, 2022).

	Criteria	Unit of Measure	a Estimated # of Bags	b Price Per Bag	axb Estimated Total
1	Firewood, Dried, Split and Bagged as outlined in the Annex A - Requirement	Bag	5,000	\$	\$
2	Kindling, Dried, Split and Bagged as outlined in the Annex A - Requirement	Bag	2,200	\$	\$
Total (taxes not included)				\$	

GRAND TOTAL (TABLE 1 + TABLE 2) (taxes not included).....\$ _____

Note:

- The bidder is responsible to calculate all costs in the bid price.
- The firewood in each bag must stack to at least 12" x 12" x 12" which equals 1 cubic foot
- The kindling in each bag must stack to at least 12" x 12" x 6" which equals 0.5 cubic foot

- Price is to include delivery to:

*Georgian Bay Islands National Park
Parks Canada Agency
2611 Muskoka Road 5,
Honey Harbour, Ontario.*

ANNEX C
LIST OF NAMES FOR INTEGRITY VERIFICATION FORM

Requirements

Section 17 of the *Ineligibility and Suspension Policy* (the Policy) requires suppliers, regardless of their status under the Policy, to submit a list of names when participating in a procurement process. The required list differs depending on the bidder or offeror's organizational structure:

- Suppliers including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors.
- Privately owned corporations must provide a list of the owners' names.
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners.
- Suppliers that are a partnership do not need to provide a list of names.

Suppliers may use this form to provide the required list of names with their bid or offer submission. Failure to submit this information with a bid or offer, where required, will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement. Please refer to [Information Bulletin: Required information to submit a bid or offer](#) for additional details.

Supplier Information

Supplier's Legal Name:		
Organizational Structure: () Corporate Entity () Privately Owned Corporation () Sole Proprietor () Partnership		
Supplier's Legal Address:		
City:	Province / Territory:	Postal Code / ZIP Code:
Supplier's Procurement Business Number (optional):		

List of Names

Name	Title

Solicitation No. - N° de l'invitation :
5P300-18-0405/A

Amd. No. - N° de la modif. :
00

Standing Offer Authority - Responsable de
l'offre à commandes :
Colleen Sheehan

Supply and Delivery of Firewood to Georgian Bay Islands, Parks Canada

Declaration

I, (name) _____, (position) _____, of

(supplier's name) _____, declare that the information provided in this Form is, to the best of my knowledge and belief, true, accurate and complete. I am aware that failing to provide the list of names will render a bid or offer non-responsive, or I will be otherwise disqualified for award of a contract or real property agreement. I am aware that during the bid or offer evaluation stage, I must, within 10 working days, inform the contracting authority in writing of any changes affecting the list of names submitted. I am also aware that after contract award I must inform the Registrar of Ineligibility and Suspension within 10 working days of any changes to the list of names submitted.

Signature

Date

Please include with your bid or offer.