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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

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

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

The Annexes include the Requirement, the Basis of Payment, the Standing Offer Reporting Form, Equivalent Products Brands and Part Numbers (if applicable), the Electronic Payment Instruments, and Additional Certifications.

### **1.2 Summary**

- 1.2.1**    Correctional Service of Canada (CSC) CORCAN requires the supply and delivery of various electrical components to manufacture their eSpace Furniture Line, at several locations across Canada, on an "as-and-when requested" basis.

Up to one (1) Standing Offer may be awarded for this requirement.

#### **1.2.2 Trade Agreements**

The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).

#### **1.2.3 Comprehensive Land Claims Agreements**

The Request for Standing Offers (RFSO) is to establish a National Individual Standing Offer on behalf of CSC CORCAN to the Delivery Points identified in Annex B, Basis of Payment. These exclude locations subject to Comprehensive Land Claim Agreements.

#### **1.2.4 Epost**

This RFSO allows offerors to use the epost Connect service provided by Canada Post Corporation to transmit their offers electronically. Offerors must refer to Part 2 of the RFSO entitled Offeror Instructions and Part 3 of the RFSO entitled Offer Preparation Instructions, for further information on using this method.

#### **1.3 Debriefings**

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

#### **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.

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## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

The 2006 standard instructions is amended as follows:

- Section 08, entitled Submission of offers, is amended as follows:
  - subsection 2. is deleted entirely and replaced with the following:
    2. epost Connect
      - a. Unless specified otherwise in the RFSO, offers may be submitted by using the [epost Connect service](#) provided by Canada Post Corporation.
        - i. PWGSC regional offices: The only acceptable email address to use with epost Connect for responses to RFSOs issued by PWGSC regional offices is identified in the RFSO.
      - b. To submit an offer using epost Connect service, the Offeror must either:
        - i. send directly its offer only to the specified PWGSC Bid Receiving Unit using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
        - ii. send as early as possible, and in any case, at least six business days prior to the RFSO closing date and time, (in order to ensure a response), an email that includes the RFSO number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.
      - c. If the Offeror sends an email requesting epost Connect service to the specified Bid Receiving Unit in the RFSO, an officer of the Bid Receiving Unit will then initiate an epost Connect conversation. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Offeror to access and action the message within the conversation. The Offeror will then be able to transmit its offer afterward at any time prior to the RFSO closing date and time.
      - d. If the Offeror is using its own licensing agreement to send its offer, the Offeror must keep the epost Connect conversation open until at least 30 business days after the RFSO closing date and time.
      - e. The RFSO number should be identified in the epost Connect message field of all electronic transfers.
      - f. It should be noted that the use of epost Connect service requires a Canadian mailing address. Should an offeror not have a Canadian mailing address, they may use the Bid Receiving Unit address specified in the RFSO in order to register for the epost Connect service.
      - g. For offers transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the offer including, but not limited to, the following:
        - i. receipt of a garbled, corrupted or incomplete offer;
        - ii. availability or condition of the epost Connect service;
        - iii. incompatibility between the sending and receiving equipment;
        - iv. delay in transmission or receipt of the offer;
        - v. failure of the Offeror to properly identify the offer;
        - vi. illegibility of the offer;
        - vii. security of offer data; or,
        - viii. inability to create an electronic conversation through the epost Connect service.
      - h. The Bid Receiving Unit will send an acknowledgement of the receipt of offer document(s) via the epost Connect conversation, regardless of whether the conversation was initiated by the supplier using its own license or the Bid Receiving Unit. This acknowledgement

- will confirm only the receipt of offer document(s) and will not confirm if the attachments may be opened nor if the content is readable.
- i. Offerors must ensure that that they are using the correct email address for the Bid Receiving Unit when initiating a conversation in epost Connect or communicating with the Bid Receiving Unit and should not rely on the accuracy of copying and pasting the email address into the epost Connect system.
  - j. An offer transmitted by epost Connect service constitutes the formal offer of the Offeror and must be submitted in accordance with section 05.

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

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

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

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

Delete: 60 days  
Insert: 90 days

### 2.1.1 **SACC Manual Clauses**

SACC Manual Clause [B3000T](#) (2006-06-16), Equivalent Products

### 2.2 **Submission of Offers**

Offers must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the RFSO:

Courier/Post: Ontario Region – Tendering Office  
10<sup>th</sup> Floor, 4900 Yonge Street  
Toronto, Ontario M2N 6A6

epost: [TPSGC.orreceptiondessoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.orreceptiondessoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca)

**Note:** *Offers will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instruction [2006](#), or to send offers through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.*

Facsimile: 416-952-1256

### 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.

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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.

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## 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 (if applicable)  
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 (if applicable)  
Section II: Financial Offer (2 hard copy)  
Section III: Certifications (1 hard copy)

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

- 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.

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 (if applicable)

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

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If equivalent products are submitted, bidders must complete Annex D – Equivalent Products Brands and Part Numbers.

## **Section II: Financial Offer**

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

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

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

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

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

### **3.1.2 Exchange Rate Fluctuation**

*SACC Manual* Clause [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 will evaluate the offers.

#### **4.1.1 Technical Evaluation**

If equivalent products are submitted, offerors must complete Annex D – Equivalent Products Brands and Part Numbers.

- a) The equivalent products must be completely interchangeable with the parts listed in Annex B – Basis of Payment, in accordance with the provisions mentioned in clause B3000T (2006-06-16) Equivalent Products.
- b) The offeror must provide the complete list of submitted parts (brands and part numbers) by completing Annex D – Equivalent Products Brands and Part Numbers.
- c) The offeror must provide data sheets demonstrating that the proposed products are equivalent.

A "Datasheet" is defined as a technical document, for examples a Brochure, technical literature or drawing. The document must provide detailed information on each specification. Where it is necessary to refer to other documentation that is included in the proposal, bidders should include the precise location of the reference material including the title of the document, and the page and paragraph numbers. It is the bidder's responsibility to provide enough details to permit a complete evaluation. Any proposal that includes equivalent products and does not clearly demonstrate compliance with each parts listed in Annex B – Basis of Payment will be considered non-responsive.

If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid nonresponsive and the bid will be given no further consideration.

#### **4.1.2 Financial Evaluation**

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

- a) Offerors are strongly recommended to provide their financial offer using the format and information provided in Annex B – Basis of Payment.
- b) Prices will be evaluated in Canadian dollars, all applicable taxes excluded; FOB destination, Canadian customs duties and excise taxes included.
- c) It is mandatory that the Basis of Payment be completed in its entirety. Partially completed Basis of Payment will be considered non-responsive and be given no further consideration.
- d) Offerors must provide a Firm Unit Price for each items for all years under (B), (C) and (D) and for all the 4 locations.
- e) Extended Price (E) is calculated by the sum total of each year's Firm Unit Price multiplied by the Estimated Annual Usage (A) for each locations.

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- f) The Total Evaluated Price is the sum of all Total Extended Prices for the Firm and Extension Years for all the locations.

#### **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.

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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) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

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

## **PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

### **A. STANDING OFFER**

#### **6.1 Offer**

6.1.1 The Offeror 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 "C". 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: July 1 to September 30
- second quarter: October 1 to December 31
- third quarter: January 1 to March 31
- fourth quarter: April 1 to June 30

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 and providing services against the Standing Offer is from date of Standing Offer issuance to July 31, 2020 inclusive.

#### **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 two (2) one (1) year periods, under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

#### **6.4.3 Comprehensive Land Claims Agreements (CLCAs)**

The Standing Offer (SO) is for the delivery of the requirement detailed in the SO to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the standing offer.

#### **6.4.4 Delivery Points**

Delivery of the requirement will be made to delivery points specified at Annex "B" of the Standing Offer.

### **6.5 Authorities**

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

The Standing Offer Authority is:

Name: Maria T. Lopez  
Title: Supply Team Leader  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Procurement  
Address: 4900 Yonge Street, 10th Floor, Toronto, Ontario  
Telephone: 647-533-6527  
E-mail address: [Maria.Lopez@pwgsc-tpsgc.gc.ca](mailto:Maria.Lopez@pwgsc-tpsgc.gc.ca)

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

#### **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.

**6.5.3 Offeror's Representative** *(To be filled in by Offeror)*

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_

**6.6 Identified Users**

The Identified User authorized to make call-ups against the Standing Offer is: Correctional Service of Canada

- CORCAN Dorchester Penitentiary in Dorchester, New Brunswick,
- CORCAN Cowansville Institution in Cowansville, Quebec,
- CORCAN Saskatchewan Institution in Prince Albert, Saskatchewan,
- CORCAN Joyceville Institution in Kingston, Ontario.

**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:
  - PWGSC-TPSGC 942 Call-up Against a Standing Offer
  - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery
  - PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
  - PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

or

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

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## 6.8 Limitation of Call-ups

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

## 6.9 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2018-06-21), Goods (medium complexity);
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) Annex C, Standing Offer Usage Report Form;
- h) Annex D – Equivalent Products (if applicable);
- i) the Offeror's offer dated \_\_\_\_\_ (*insert date of offer*).

## 6.10 Certifications and Additional Information

### 6.10.1 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.

### 6.11 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 \_\_\_\_\_ (*insert the name of the province or territory as specified by the Offeror in its offer, if applicable*).

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

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory. Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support. If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by Canada

## **B. RESULTING CONTRACT CLAUSES**

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

### **6.1 Requirement**

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

### **6.2 Standard Clauses and Conditions**

#### **6.2.1 General Conditions**

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

Section 16 Interest on Overdue Accounts, of [2010A](#) (2018-06-21) will not apply to payments made by credit cards at point of sale.

#### **6.2.2 SACC Manual Clauses**

*SACC Manual* clause [B1501C](#) (2018-06-21), Electrical equipment  
*SACC Manual* clause [B7500C](#) (2006-06-16), Excess Goods

### **6.3 Term of Contract**

#### **6.3.1 Period of the Contract**

The period of the Contract is from date of issuance to July 31, 2020 inclusive.

#### **6.3.2 Delivery Date**

Delivery must be made within 30 calendar days from receipt of a 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 firm unit prices, as specified in Annex B. Customs duties are included and Applicable Taxes are extra.

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

#### **6.4.2 Limitation of Price**

*SACC Manual* clause [C6000C](#) (2017-08-17) Limitation of Price

#### **6.4.3 Multiple Payment**

*SACC Manual* clause [H1001C](#) (2008-05-12), Multiple Payments

#### **6.4.4 SACC Manual Clauses**

SACC Manual clause [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):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

#### **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.

Each invoice must be supported by:

- a. A copy of the Standing Offer call-up
2. Invoices must be distributed as follows:
    - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the contract for certification and payment.
    - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

#### **6.6 Insurance**

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

## **ANNEX "A"**

### **REQUIREMENT**

#### **1.1 Statement of Requirement**

Correctional Service of Canada (CSC) CORCAN requires the supply and delivery of various electrical components, as listed in Annex "B", to manufacture their eSpace Furniture Line, at several locations across Canada, on an "as-and-when requested" basis.

#### **1.2 Background**

CORCAN is a program of the Correctional Service of Canada (CSC), dating back to the mid-1800s, when the first federal prisons were built. The objective of CORCAN is to promote offender rehabilitation by developing or improving employability. CORCAN operates in 34 sites across Canada with four business lines: textiles, manufacturing, construction and maintenance and services (such as printing and laundry). A principal goal of CORCAN is to provide Offender Workers with positive job-related work habits and the opportunity to acquire real-world marketable skills. CORCAN shops operate in as businesslike a manner as possible, given their institutional setting and training imperatives. Most shops are ISO-certified.

CORCAN's mission is to aid in the safe reintegration of offenders into Canadian society by providing employment and employability skills training to offenders incarcerated in federal penitentiaries and, for brief periods of time, after they are released into the community.

Further information can be found within the CSC website at:

[http://www.csc-scc.gc.ca/text/prgrm/corcan/home\\_e.shtml](http://www.csc-scc.gc.ca/text/prgrm/corcan/home_e.shtml)

#### **1.3 Delivery Time Turnaround**

The product must be received within 30 calendar days from the receipt of a call-up document, unless an alternate time frame has been approved by the Project Authority identified in the call-up.

#### **1.4 Compatibility**

All provided items must be compatible with the current CORCAN espace furniture line and manufacturing/installation equipment.

## ANNEX "B"

### BASIS OF PAYMENT

*Upon issuance of the Standing Offer, wording that is italicized will be deleted from Annex B.*

**NOTE:** *The estimated usage provided in Annex B - Basis of Payment, is for the sole purpose of establishing an evaluation tool, based only on a best estimate, and in no way reflects the actual usage expected or any commitment on the part of Canada.*

1. Firm unit prices in Canadian funds (CAD) including fuel costs, delivery costs, FOB Destination, transportation/storage costs, and any overhead costs.
2. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is to be shown separately, if applicable.

### DELIVERY POINTS

There are four (4) CORCAN Furniture manufacturing sites that the supplier must to deliver to:

- 1) **DORCHESTER PENITENTIARY**  
4902 Main Street,  
Dorchester, NB E4K 2Y9
- 2) **COWANSVILLE INSTITUTION**  
400 Fordyce  
Cowansville, QC J2K 3N7
- 3) **SASKATCHEWAN PENITENTIARY**  
15<sup>th</sup> Street West  
PO Box 160  
Prince Albert, SK S6V 5R6
- 4) **JOYCEVILLE INSTITUTION**  
Highway #15  
Kingston, ON K7L 4X9

Solicitation No. - N° de l'invitation  
21C11-183550/A  
Client Ref. No. - N° de réf. du client  
21C11-183550

Amd. No. - N° de la modif.  
TOR215  
File No. - N° du dossier  
TOR-8-41056

Buyer ID - Id de l'acheteur  
TOR215  
CCC No./N° CCC - FMS No./N° VME

**DORCHESTER PENITENTIARY**

4902 Main Street, Dorchester, NB E4K 2Y9

Item	Description	Estimated Annual Usage	Unit of Issue	Firm Year 1 Date of issuance to July 31, 2020		Extension Year 1 August 1, 2020 to July 31, 2021		Extension Year 2 August 1, 2021 to July 31, 2022	
				Firm Year 1 Unit Price (B)	Firm Year 1 Extended Price (A x B)	Extension Year 1 Unit Price (C)	Extension Year 1 Extended Price (A x C)	Extension Year 2 Firm Unit Price (D)	Extension Year 2 Extended Price (A x D)
		(A)							
1	DEKKO E-EJ-21 Electrifie interconnecteur flexible 21"/jumper plug to plug 21" (part # 225465-1.21) OR Equivalent	2,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
2	E-EJ-24 Electrifie interconnecteur flexible 24"/jumper plug to plug 24" (part # 225465-1.24 OR Equivalent	3,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
3	DEKKO E-ERO-1 Prise electrique double circuit #1/duplex receptacle ECRO-1 Screw mount .850 (part # 225063-1 (.850") OR Equivalent	3,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
4	DEKKO E-ERO-2 Prise electrique double circuit #2/duplex receptacle, screw mount .850" (part # 225063-2 (.850") OR Equivalent	2,500	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
5	DEKKO E-ERO-3 Prise electrique double circuit #3/duplex receptacle screw mount .850" (part # 225063-3(.850") OR Equivalent	1,800	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

<b>6</b>	DEKKO E-ERO-4 Prise électrique double circuit #4/duplex receptacle, screw mount .850" (part # 225063-4(.850")) OR Equivalent	1,800	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>7</b>	DEKKO 00013461 Electrical Harness 14.877" long, screw mount (part # 225029-14,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>8</b>	DEKKO 00013462 Electrical Harness 20.877" long, screw mount (part#225029-20,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>9</b>	DEKKO 00013463 Electrical Harness 26.877" long, screw mount (part# 255029-26,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>10</b>	DEKKO 00013469 Electrical Harness 32.877" long, screw mount (part# 225029-32,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>11</b>	DEKKO 00013483 Ceiling Power entry, 144" +6" long, plug to plug end (part#225048-144) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>12</b>	DEKKO 00014020 Electrical Harness 24.250" long, screw mount (part# 225145-24,250) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>13</b>	DEKKO Fifteen amp. Standard cord (left or right) 255308 OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>Extended Prices</b>				<b>Firm Year 1:</b>	\$ _____	<b>Extension Year 1:</b>	\$ _____	<b>Extension Year 2:</b>	\$ _____

**Total Extended Price:**

Extended Prices Firm Year 1 + Total Extended Prices Extension Year 1 + Total Extended Prices Extension Year 2) \$ \_\_\_\_\_

Solicitation No. - N° de l'invitation  
21C11-183550/A  
Client Ref. No. - N° de réf. du client  
21C11-183550

Amd. No. - N° de la modif.  
TOR215  
File No. - N° du dossier  
TOR-8-41056

Buyer ID - Id de l'acheteur  
TOR215  
CCC No./N° CCC - FMS No./N° VME

**COWANSVILLE INSTITUTION**  
400 Fordyce , Cowansville, QC J2K 3N7

Item	Description	Estimated Annual Usage	Unit of Issue	Firm Year 1 Date of issuance to July 31, 2020		Extension Year 1 August 1, 2020 to July 31, 2021		Extension Year 2 August 1, 2021 to July 31, 2022	
				Firm Year 1 Unit Price (B)	Firm Year 1 Extended Price (A x B)	Extension Year 1 Firm Unit Price (C)	Extension Year 1 Extended Price (A x C)	Extension Year 2 Firm Unit Price (D)	Extension Year 2 Extended Price (A x D)
		(A)							
1	DEKKO E-EJ-21 Electrifie interconnecteur flexible 21" /jumper plug to plug 21" (part # 225465-1.24) OR Equivalent	2,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
2	E-EJ-24 Electrifie interconnecteur flexible 24" /jumper plug to plug 24" (part # 225465-1.24 OR Equivalent	3,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
3	DEKKO E-ERO-1 Prise electrique double circuit #1/duplex receptacle ECRO-1 Screw mount .850 (part # 225063-1 (.850")) OR Equivalent	3,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
4	DEKKO E-ERO-2 Prise electrique double circuit #2/duplex receptacle, screw mount .850" (part # 225063-2 (.850")) OR Equivalent	2,500	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
5	DEKKO E-ERO-3 Prise electrique double circuit #3/duplex receptacle screw mount .850" (part # 225063-3 (.850")) OR Equivalent	1,800	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

<b>6</b>	DEKKO E-ERO-4 Prise électrique double circuit #4/duplex receptacle, screw mount .850" (part # 225063-4(.850")) OR Equivalent	1,800	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>7</b>	DEKKO 00013461 Electrical Harness 14.877" long, screw mount (part # 225029-14,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>8</b>	DEKKO 00013462 Electrical Harness 20.877" long, screw mount (part#225029-20,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>9</b>	DEKKO 00013463 Electrical Harness 26.877" long, screw mount (part# 255029-26,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>10</b>	DEKKO 00013469 Electrical Harness 32.877" long, screw mount (part# 225029-32,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>11</b>	DEKKO 00013483 Ceiling Power entry, 144" +6" long, plug to plug end (part#225048-144) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>12</b>	DEKKO 00014020 Electrical Harness 24.250" long, screw mount (part# 225145-24,250) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>13</b>	DEKKO Fifteen amp. Standard cord (left or tight) (part# 255308) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total Extended Prices</b>				<b>Firm Year 1:</b>	\$ _____	<b>Extension Year 1:</b>	\$ _____	<b>Extension Year 2:</b>	\$ _____
Total Extended Prices Firm Year 1 + Total Extended Prices Extension Year 1 + Total Extended Prices Extension Year 2				\$ _____					

Solicitation No. - N° de l'invitation  
 21C11-183550/A  
 Client Ref. No. - N° de réf. du client  
 21C11-183550

Amd. No. - N° de la modif.  
 TOR215  
 File No. - N° du dossier  
 TOR-8-41056

Buyer ID - Id de l'acheteur  
 TOR215  
 CCC No./N° CCC - FMS No./N° VME

<b>SASKATCHEWAN PENITENTIARY</b> 15th Street West - PO Box 160 Prince Albert, SK S6V 5R6									
Item	Description	Estimated Annual Usage	Unit of Issue	Firm Year 1 Date of issuance to July 31, 2020		Extension Year 1 August 1, 2020 to July 31, 2021		Extension Year 2 August 1, 2021 to July 31, 2022	
				Firm Year 1 Unit Price (B)	Firm Year 1 Extended Price (A x B)	Extension Year 1 Unit Price (C)	Extension Year 1 Extended Price (A x C)	Extension Year 2 Unit Price (D)	Extension Year 2 Extended Price (A x D)
		(A)							
1	DEKKO E-EJ-21 Electrique interconnecteur flexible 21" /jumper plug to plug 21" (part # 225465-1.21) OR Equivalent	2,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
2	E-EJ-24 Electrique interconnecteur flexible 24" /jumper plug to plug 24" (part # 225465-1.24 OR Equivalent	3,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
3	DEKKO E-ERO-1 Prise electrique double circuit #1/duplex receptacle ECRO-1 Screw mount .850 (part # 225063-1 (.850") OR Equivalent	3,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
4	DEKKO E-ERO-2 Prise electrique double circuit #2/duplex receptacle, screw mount .850" (part # 225063-2 (.850") OR Equivalent	2,500	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
5	DEKKO E-ERO-3 Prise electrique double circuit #3/duplex receptacle screw mount .850" (part # 225063-3(.850") OR Equivalent	1,800	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

<b>6</b>	DEKKO E-ER0-4 Prise électrique double circuit #4/duplex receptacle, screw mount .850" (part # 225063-4(.850") OR Equivalent	each	1,800	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>7</b>	DEKKO 00013461 Electrical Harness 14.877" long, screw mount (part # 225029-14,877) OR Equivalent	each	1,000	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>8</b>	DEKKO 00013462 Electrical Harness 20.877" long, screw mount (part#225029-20,877) OR Equivalent	each	1,000	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>9</b>	DEKKO 00013463 Electrical Harness 26.877" long, screw mount (part# 255029-26,877) OR Equivalent	each	1,000	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>10</b>	DEKKO 00013469 Electrical Harness 32.877" long, screw mount (part# 225029-32,877) OR Equivalent	each	1,000	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>11</b>	DEKKO 00013483 Ceiling Power entry, 144" +6" long, plug to plug end (part#225048-144) OR Equivalent	each	1,000	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>12</b>	DEKKO 00014020 Electrical Harness 24.250" long, screw mount (part# 225145-24,250) OR Equivalent	each	1,000	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>13</b>	DEKKO Fifteen amp. Standard cord (left or tight) (part #255308) OR Equivalent	each	1,000	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total Extended Prices</b>				<b>Firm Year 1:</b>	<b>Extension Year 1:</b>	<b>Extension Year 2:</b>			
Total Extended Prices Firm Year 1 + Total Extended Prices Extension Year 1				\$ _____	\$ _____	\$ _____			
Total Extended Prices Firm Year 1 + Total Extended Prices Extension Year 2				\$ _____					

Sollicitation No. - N° de l'invitation  
 21C11-183550/A  
 Client Ref. No. - N° de réf. du client  
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 TOR215  
 File No. - N° du dossier  
 TOR-8-41056

Buyer ID - Id de l'acheteur  
 TOR215  
 CCC No./N° CCC - FMS No./N° VME

JOYCEVILLE INSTITUTION Highway #15 , Kingston, ON K7L 4X9									
Item	Description	Estimated Annual Usage	Unit of Issue	Firm Year 1 Date of issuance to July 31, 2020		Extension Year 1 August 1, 2020 to July 31, 2021		Extension Year 2 August 1, 2021 to July 31, 2022	
				Firm Year 1 Unit Price (B)	Firm Year 1 Extended Price (A x B)	Extension Year 1 Unit Price (C)	Extension Year 1 Extended Price (A x C)	Extension Year 2 Unit Price (D)	Extension Year 2 Extended Price (A x D)
		(A)							
1	DEKKO E-EJ-21 Electrique interconnecteur flexible 21"/jumper plug to plug 21" (part # 225465-1.21) OR Equivalent	2,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
2	E-EJ-24 Electrique interconnecteur flexible 24"/jumper plug to plug 24" (part # 225465-1.24 OR Equivalent	3,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
3	DEKKO E-ERO-1 Prise electrique double circuit #1/duplex receptacle ECRO-1 Screw mount .850 (part # 225063-1 (.850") OR Equivalent	3,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
4	DEKKO E-ERO-2 Prise electrique double circuit #2/duplex receptacle, screw mount .850" (part # 225063-2 (.850") OR Equivalent	2,500	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
5	DEKKO E-ERO-3 Prise electrique double circuit #3/duplex receptacle screw mount .850" (part # 225063-3(.850") OR Equivalent	1,800	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

<b>6</b>	DEKKO E-ER0-4 Prise électrique double circuit #4/duplex receptacle, screw mount .850" (part # 225063-4(.850") OR Equivalent	1,800	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>7</b>	DEKKO 00013461 Electrical Harness 14.877" long, screw mount (part # 225029-14,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>8</b>	DEKKO 00013462 Electrical Harness 20.877" long, screw mount (part#225029-20,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>9</b>	DEKKO 00013463 Electrical Harness 26.877" long, screw mount (part# 255029-26,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>10</b>	DEKKO 00013469 Electrical Harness 32.877" long, screw mount (part# 225029-32,877) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>11</b>	DEKKO 00013483 Ceiling Power entry, 144" +6" long, plug to plug end (part#225048-144) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>12</b>	DEKKO 00014020 Electrical Harness 24.250" long, screw mount (part# 225145-24,250) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>13</b>	DEKKO Fifteen amp. Standard cord (left or tight) (part #255308) OR Equivalent	1,000	each	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
			<b>Total Extended Prices</b>	<b>Firm Year 1:</b>	<b>Extension Year 1:</b>	<b>Extension Year 2:</b>	<b>Extension Year 2:</b>		
			<i>Total Extended Prices Firm Year 1 + Total Extended Prices Extension Year 1 + Total Extended Prices Extension Year 2</i>	\$ _____	\$ _____	\$ _____	\$ _____		

Sollicitation No. - N° de l'invitation  
21C11-183550/A  
Client Ref. No. - N° de réf. du client  
21C11-183550

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-8-41056

Buyer ID - Id de l'acheteur  
TOR215  
CCC No./N° CCC - FMS No./N° VME

*Total Extended Prices Firm Year 1 + Total Extended Prices Extension Year 1 + Total Extended Prices Extension Year 2) for each location*

1. *DORCHESTER PENITENTIARY*: \$ \_\_\_\_\_
2. *COWANSVILLE INSTITUTION*: \$ \_\_\_\_\_
3. *SASKATCHEWAN PENITENTIARY*: \$ \_\_\_\_\_
4. *JOYCEVILLE INSTITUTION*: \$ \_\_\_\_\_

**TOTAL EVALUATED PRICE:** \_\_\_\_\_

**ANNEX "C"**

**STANDING OFFER REPORTING FORM**

Please use the Standing Offer number in the Subject line and clearly indicate:

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

If the offeror can provide a system generated report which provides the information below within a different format, they may contact the Standing Offer Authority to receive format confirmation.

Standing Offer		(Insert Standing Offer #)		Start Date of SO (DD/MM/YYYY)	End Date of SO (DD/MM/YYYY)	
Total Value to Date (\$)		Total Value for Reporting Period (\$)		Start Reporting Period (DD/MM/YYYY)	End Reporting Period (DD/MM/YYYY)	
Destination Requesting	Order Number	Item Description	Qty.	Date of Order (DD/MM/YYYY)	Date of Delivery (DD/MM/YYYY)	Value of Order (Not Including taxes)

**SEND TO:** The Standing Offer Reporting forms are to be emailed to the Standing Offer Authority (found under A. 5.1 Standing Offer Authority) as per the Standing Offer Reporting periods.

**ANNEX D – EQUIVALENT PRODUCTS BRANDS AND PART NUMBERS**

If equivalent products are submitted, bidders must provide the brand name and part number of the proposed products. *The Technical Authority will evaluate the information provide below in order to deem equivalency.*

	DESCRIPTION	Brand Name	Part Number	Cross-reference to documentation provided Page No., Item No. etc.
1	DEKKO E-EJ-21 Electrifie interconnecteur flexible 21"/jumper plug to plug 21" (part # 225465-1.21)			
2	DEKKO E-EJ-24 Electrifie interconnecteur flexible 24"/jumper plug to plug 24" (part # 225465-1.24)			
3	DEKKO E-ERO-1 Prise électrique double circuit #1/duplex receptacle ECRO-1 Screw mount .850 (part # 225063-1 (.850")).			
4	DEKKO E-ERO-2 Prise électrique double circuit #2/duplex receptacle, screw mount .850" (part # 225063-2 (.850"))			
5	DEKKO E-ERO-3 Prise électrique double circuit #3/duplex receptacle screw mount .850" (part # 225063-3(.850"))			
6	DEKKO E-ERO-4 Prise électrique double circuit #4/duplex receptacle, screw mount .850" (part # 225063-4(.850"))			
7	DEKKO 00013461 Electrical Harness 14.877" long, screw mount (part # 225029-14,877)			
8	DEKKO 00013462 Electrical Harness 20.877" long, screw mount (part#225029-20,877)			
9	DEKKO 00013463 Electrical Harness 26.877" long, screw mount (part# 255029-26,877)			
10	DEKKO 00013469 Electrical Harness 32.877" long, screw mount (part# 225029-32,877)			
11	DEKKO 00013483 Ceiling Power entry, 144"+6" long, plug to plug end (part#225048-144)			
12	DEKKO 00014020 Electrical Harness 24.250" long, screw mount (part# 225145-24,250)			
13	DEKKO Fifteen amp. Standard cord (left or tight) 255308			

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File No. - N° du dossier  
TOR-8-41056

Buyer ID - Id de l'acheteur  
TOR215  
CCC No./N° CCC - FMS No./N° VME

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**ANNEX "E" 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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Client Ref. No. - N° de réf. du client  
21C11-183550

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-8-41056

Buyer ID - Id de l'acheteur  
TOR215  
CCC No./N° CCC - FMS No./N° VME

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## ANNEX "F"

### ADDITIONAL CERTIFICATIONS

#### 1. Board of Directors

In accordance with Section 1, Integrity Provisions, of the Standard Instructions, Offerors are required to provide a list of their Board of Directors before contract award. Offerors are requested to provide this information in their offer.

Director Name - \_\_\_\_\_ Position: \_\_\_\_\_

#### 2. Procurement Business Number (PBN)

In accordance with Section 2, Procurement Business Number, of the Standard Instructions, Offerors are required to have a Procurement Business Number (PBN) before Standing Offer issuance.

Procurement Business Number - \_\_\_\_\_

Suppliers may register for a PBN online at Supplier Registration Information. For non-Internet registration, suppliers may contact the InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.