

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**

Government of Canada Building
101 - 22nd Street East, Suite 110

**Saskatoon
Saskatchewan**

S7K 0E1
Bid Fax: (306) 975-5397

Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

Vendor/Firm Name and Address**Raison sociale et adresse du fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services Canada/Travaux
publics et Services gouvernementaux Canada
Harry Hays Building (HHB)
Room 759, 220-4th Avenue SE
Calgary
Alberta
T2G 4X3

Title - Sujet Cleaning Supplies	
Solicitation No. - N° de l'invitation W0117-19V014/A	Date 2019-07-30
Client Reference No. - N° de référence du client W0117-19V014	GETS Ref. No. - N° de réf. de SEAG PW-\$CAL-129-6937
File No. - N° de dossier CAL-9-42016 (129)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-08-15	Time Zone Fuseau horaire Central Daylight Saving Time CDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Izzotti, Diana	Buyer Id - Id de l'acheteur cal129
Telephone No. - N° de téléphone (403)680-6109 ()	FAX No. - N° de FAX (306)975-5397
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: 17 WING WINNIPEG/CLEANING SVCS BLDG 129, DOOR 13 715 WIHURI RD WINNIPEG Manitoba R3J3Y5 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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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 Statement of Work, the Basis of Payment, the Electronic Payment Instruments, and any other annexes

1.2 Summary

The Department of National Defence at 17 Wing, Winnipeg, Manitoba has a requirement for a Standing Offer for Cleaning Supplies including electrical cleaning products.

The period of the Standing Offer is one (1) year with two (2) option periods of one (1) year each. See Annex B – Basis of Payment for full details.

This procurement is set aside under the federal government Procurement Strategy for Aboriginal Business. For more information on Aboriginal business requirements of the Set-aside Program for Aboriginal Business, refer to Annex 9.4 of the Supply Manual.

Aboriginal businesses should register their firms with the Indigenous Business Directory at http://www.ic.gc.ca/eic/site/ccc_bt-rec_ec.nsf/eng/h_00011.html

This procurement is set aside from the international trade agreements under the provision each has for measures with respect to Aboriginal peoples or for set-asides for small and minority businesses.

Further to Article 800 of the Canadian Free Trade Agreement (CFTA), CFTA does not apply to this procurement.

1.3 Debriefings

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) 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 (2019-03-04) 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

M0019T (2007-05-25) Firm Price and/or Rates

2.2 Submission of Offers

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

2.3 Enquiries - Request for Standing Offers

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

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

2.4 Applicable Laws

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

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 Offerors provide their offer in separately bound sections as follows:

Section I: Financial Offer (1 hard copy)

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

Canada requests that Offerors follow the format instructions described below in the preparation of their offer.

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

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

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

Section I: Financial Offer

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

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 II: Certifications

Offerors must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

4.1.2 Financial Evaluation

4.1.2.1 Evaluation of Price – Offer

M0220T (2016-01-28) Evaluation of Price - Offer

4.2 Basis of Selection

M0069T (2007-05-25) Basis of Selection

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 Ineligibility and Suspension Policy (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide with its offer the required documentation, as applicable), 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 *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 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 website (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969).

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 offers to fulfill the Requirement in accordance with 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>) 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, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "D". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still 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:

- 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.

The data must be submitted to the Standing Offer Authority no later than fifteen (15) calendar days after the end of the reporting period.

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from issuance of Standing Offer to Date to be determined.

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

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

6.4.3 Delivery Points

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

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Diana Izzotti
Title: A/ Procurement Specialist
Public Works and Government Services Canada
Acquisitions Branch - Directorate; Western Region
Address: 759, 220- 4 Ave SE
Calgary, Alberta T2G 4X3
Telephone: 403-680-6109
Facsimile: 403-292-5786
E-mail address: diana.izzotti@pwgsc-tpsgc.gc.ca

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W0117-19V014

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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

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____ - _____ - _____

Facsimile: _____ - _____ - _____

E-mail address: _____

PBN number: _____

<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/register-as-a-supplier>

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: the Department of National Defence.

6.7 Call-up Instrument

The call-up will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, "Call-up Against a Standing Offer" or an electronic version.

6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ 40,000.00 (Applicable Taxes included).

6.9 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$ TBD (Goods and Services Tax or Harmonized Sales Tax 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% of this amount has been committed, or four (4) 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) Annex A, Requirement
- e) Annex B, Basis of Payment
- f) the Offeror's offer dated _____

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 Alberta.

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 described in the call-up against the Standing Offer.

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

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

6.3 Term of Contract

6.3.1 Period of the Contract

The period of the Contract is from date of Contract to delivery date - as indicated on the call-up instrument – inclusive.

6.3.2 Date of Delivery

The delivery of goods must be completed in accordance with the call-up against the Standing Offer.

6.4 Payment

6.4.1 Basis of Payment

All prices quoted shall include delivery to the site and exclude applicable taxes. GST is to be submitted as a separate amount on any invoices.

6.4.2 SACC Manual Clauses

C2000C (2007-11-30) Taxes - Foreign-based Contractor
H1000C (2008-05-12) Single Payments

6.4.3 Electronic Payment of Invoices – Call-up

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

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.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.6 Insurance

G1005C (2016-01-28) Insurance

6.7 SACC Manual Clauses

B7500C (2006-06-16) Excess Goods

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W0117-19V014

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

Buyer ID - Id de l'acheteur
cal129
CCC No./N° CCC - FMS No./N° VME

ANNEX "A" REQUIREMENT

The Department of National Defense (DND) 17 Wing Cleaning Services at Canadian Forces Base (CFB) at Bldg. 129/ door 13, 715 Wihuri Rd. Winnipeg, Manitoba R3J 3Y5 has a requirement for cleaning supplies and equipment including garbage bags, paper products, disinfectants, cleaning liquids, cleaning machines, scrubbers and extractors as per the complete list in Annex B - Basis of Payment.

The Standing Offer shall be in place from October 1st 2019 to September 30th 2020 with two (2) additional one (1) year options as required.

The Standing Offer holder must be able to provide all the listed items.

Please see Annex B – Basis of Payment for a complete list of items and estimated quantities.

ANNEX "B" - BASIS OF PAYMENT

- a) Offerors must be able to supply each item on the list.
- b) Offerors must submit firm prices for all the items on the list, and for each year identified in Tables 1, 2 and 3. Incomplete pricing tables may render the offer non-compliant.
- c) The estimated quantities are for evaluation purposes only.
- d) Offers shall be evaluated by totaling the extended prices of tables 1+ 2 + 3.
- e) If offerors are offering a different unit format than the requested unit format under "offered unit format", they will still need to provide the unit price as per the requested format. For example, if under line item 3. Bleach, an offeror has an offered unit format of 2.5L at a price of \$5.00. To determine the unit price – as per requested format offerors must determine their per L rate ($\$5.00/2.5L = \$2.00/L$) and then multiply this by the requested unit format ($\$2.00/L \times 3.6L = \7.20).
- f) It is anticipated that one Standing Offer may be issued as a result of this request.
- g) Quarterly usage reports are to be provided as per ANNEX D

Delivery address: 17 Wing Cleaning Services, Bldg. 129/ door 13, 715 Wihuri Rd. Winnipeg, Manitoba R3J 3Y5

Table 1: Year One of the Standing Offer from October 1st 2019 to September 30th 2020:

ITEM	Description	Requested Unit format	Estimated annual usage (for evaluation purposes only)	Offered Unit format	Unit price - as per requested format	Extended price (Unit x estimated quantity).
A.	Garbage Bags (35 in. x 50 in.) Clear / Individually folded / minimum 1 mil thick/ 100% recycled poly/ Ecologo certified	200 per case	420 boxes		\$_____	\$_____
B.	Garbage Bags (26. in X 36. in) Clear/ on rolls/50 per roll /1.3 MIL/Star bottom/High density/100% recycled poly/Ecologo certified	500 per case	500 boxes		\$_____	\$_____
C.	TOILET PAPER – 2-ply/ Minimum 4 inches wide/ 100% recycled/White/550 sheets per roll minimum/Individually wrapped rolls	40 rolls per case (minimum)	600 boxes		\$_____	\$_____

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D.	Concentrated One Step Disinfectant & Deodorant for hospital, food service, industrial and institutional use/ must be compatible with Diversey brand dispensing equipment/Dilution rate 1/256/ No rinse formula/ must be bactericidal, veridical, fungicidal, mildewcide and deodorizer. Prefer: Diversey VIREX 11 256 or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	2.5 Litre	120		\$ _____	\$ _____
E.	Concentrated Glass & Multi Surface Cleaner - Must be compatible to use with Diversey brand dispensing equipment/ Dilution rate 1/40/ Preferred Brand – Diversey Glance or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	2.5 Litre	20		\$ _____	\$ _____
F.	Concentrated Liquid Cleaner/Degreaser Suitable for food plant use/come in an approximately/CFIA approved, non-butyl, hard water stable/ Preferred Brand – Dustbane for compatibility with current products and approved by Health and Safety committee onsite.	5 Litre	440		\$ _____	\$ _____
G.	FLOOR FINISH/SEALER Multi –use for resilient and non-resilient including vinyl composition, vinyl asbestos, asphalt tile, rubber tile, honed marble & honed granite/ Compatible with any type maintenance program, from 175 rpm to 2000 rpm machine/Meets ASTM D .2047 requirements for slip-resistance/ ● Preferred Brand –CAREFREE or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	19 Litre	30		\$ _____	\$ _____

H.	PORCELAIN & TOILET BOWL CLEANER For industrial use only/ containing xanthan gum/must not give off offensive fumes/Preferred Brand – ZEP VIP or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	1 Litre x 12 per case	40 cases		\$ _____	\$ _____
I.	PAPER TOWEL White/At least 70% recycled fibre/At least 1000 ft per roll/ Minimum 8 inches wide/must be compatible with Kimberly Clark Professional towel dispensers - MODEL # 09991 02	12 rolls per case	480 cases		\$ _____	\$ _____
J.	PORTABLE UPHOLSTERY & CARPET CLEANER Minimum 2 gallon solution poly tank /minimum 9 gallon recovery tank/ minimum 1.5 HP vacuum motor/minimum 87 inch of water lift/16 inch width/40 psi pump/includes locking hose with swivel cuff, wand and hand tool		1		\$ _____	\$ _____
K.	FLOOR MACHINE: 17 inch Dual Speed Minimum 175/350 maximum RPM with a 1.5 HP motor/motor cover/rotational moulded base/ including a 40 ft. power cord minimum / dual Speed capability		1		\$ _____	\$ _____
L.	FLOOR MACHINE: 19 inch Dual Speed Minimum 175/350 maximum RPM with a 1.5 HP motor/motor cover/rotational moulded base/ including a 40 ft. power cord minimum / dual Speed capability		1		\$ _____	\$ _____
M.	CLEANING CART with ZIPPERED VINYL BAG Minimum specifications ◦ Length: 46 in ◦ Width: 21 ¾ in ◦ Height: 38 3/8 in / Complete with bag of minimum capacity: 20.8 gallons/ Non –marking wheels/ Volume Capacity (Nom): 2.600 bu, 0.1 m3		1		\$ _____	\$ _____

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N.	EXTRACTOR Minimum 17 inch cleaning path/push forward design/rotationally –moulded plastic tank/ easy access to internal components/Minimum 7 gallon solution tank/ minimum 9 gallon recovery tank/minimum 1.5 HP, 3 stage vacuum motor/minimum 750 rpm brush motor/minimum 75 psi/minimum 120 inch water lift/minimum 2 quick disconnect spray jets/corrosion-proof poly construction/minimum 50 ft detachable power cord		1		\$ _____	\$ _____
O.	RIDER SCRUBBER minimum 28 inches to maximum 32 inch cleaning path widths/scrubbed floors will dry immediately/patented parabolic breakaway squeegee to prevent damage to walls/capable of cleaning through 32 inch doorway and turn 180 degrees within a six-foot-wide aisle/Dual disk OR cylindrical model/easily drain tank into floor drain or sink with dropdown hose/ minimum 30 gallon solution tank and minimum 45 gallon recovery tank/disk model: minimum 320 rpm motor. Cylindrical model: minimum 750 rpm motor/maximum 72 dBa/corrosion –proof poly construction/minimum 2 hours of run time on one charge/minimum .5 hp brush motors/hour meter/safety seat switch/ Adjustable seat/parking brake/variable solution control/emergency shutdown switch		1		\$ _____	\$ _____

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P.	VACUUM CLEANER 2 stage motor/2 speeds/noise level 47 -49/ Max. Weight 15 lbs/Poly tank/tank capacity 2.5 gallons/auto save feature (starts on low power) / motor provides 110 inch water lift and 114 CFM of air flow / 0.3 micron filtration at 99% efficiency/ minimum 33 ft cord with manual or auto retract/Stainless steel wand with minimum 10 ft hose and floor, crevice tools, etc provided.		1		\$ _____	\$ _____
Q.	AUTOMATIC FLOOR SCRUBBER = 20 inch Scrubbing width minimum. Squeegee minimum 32" floating squeegee preferred/ Solution tank capacity minimum 10 gallons/ Recovery tank capacity 13 gallons/ Batteries 2 X 12 volt/ Water lift minimum 68 inches/Traction motor (MANDATORY for all models requested)/ On-board charger/ 3 stage motor/10 yr. warranty on melded tank/ 3 yr. warranty on parts and labour/ 1 yr. all-inclusive warranty		1		\$ _____	\$ _____
R.	AUTOMATIC FLOOR SCRUBBER 24 inch = Scrubbing width minimum. Squeegee minimum 32" floating squeegee preferred/ Solution tank capacity minimum 19 gallons/ Recovery tank capacity 21 gallons/ Batteries 2 X 12 volt/ Water lift minimum 68 inches/Traction motor (MANDATORY for all models requested)/ On-board charger/ 3 stage motor/10 yr. warranty on melded tank/ 3 yr. warranty on parts and labour/ 1 yr. all-inclusive warranty		1		\$ _____	\$ _____

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S.	AUTOMATIC FLOOR SCRUBBER = 26 inch Scrubbing width minimum. Squeegee minimum 32" floating squeegee preferred/ Solution tank capacity minimum 19 gallons/ Recovery tank capacity 21 gallons/ Batteries 2 X 12 volt/ Water lift minimum 68 inches/Traction motor (MANDATORY for all models requested)/ On-board charger/ 3 stage motor/10 yr. warranty on melded tank/ 3 yr. warranty on parts and labour/ 1 yr. all-inclusive warranty		1		\$ _____	\$ _____
	Total Table 1 : each line item x Offered Unit prices x estimated quantities					\$ _____

Table 2: Option Year 1 - from October 1st 2020 – September 30th 2021:

ITEM	Description	Requested Unit format	Estimated annual usage (for evaluation purposes only)	Offered Unit format	Unit price - as per requested format	Extended price (Unit x estimated quantity).
A.	Garbage Bags (35 in. x 50 in.) Clear / Individually folded / minimum 1 mil thick/ 100% recycled poly/ Ecologo certified	200 per case	420 boxes		\$ _____	\$ _____
B.	Garbage Bags (26. in X 36. in) Clear/ on rolls/50 per roll /1.3 MIL/Star bottom/High density/100% recycled poly/Ecologo certified	500 per case	500 boxes		\$ _____	\$ _____
C.	TOILET PAPER – 2-ply/ Minimum 4 inches wide/ 100% recycled/White/550 sheets per roll minimum/Individually wrapped rolls	40 rolls per case (minimum)	600 boxes		\$ _____	\$ _____

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D.	Concentrated One Step Disinfectant & Deodorant for hospital, food service, industrial and institutional use/ must be compatible with Diversey brand dispensing equipment/Dilution rate 1/256/ No rinse formula/ must be bactericidal, veridical, fungicidal, mildewcide and deodorizer. Prefer: Diversey VIREX 11 256 or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	2.5 Litre	120		\$ _____	\$ _____
E.	Concentrated Glass & Multi Surface Cleaner - Must be compatible to use with Diversey brand dispensing equipment/ Dilution rate 1/40/ Preferred Brand – Diversey Glance or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	2.5 Litre	20		\$ _____	\$ _____
F.	Concentrated Liquid Cleaner/Degreaser Suitable for food plant use/come in an approximately/CFIA approved, non-butyl, hard water stable/ Preferred Brand – Dustbane for compatibility with current products and approved by Health and Safety committee onsite.	5 Litre	440		\$ _____	\$ _____
G.	FLOOR FINISH/SEALER Multi –use for resilient and non-resilient including vinyl composition, vinyl asbestos, asphalt tile, rubber tile, honed marble & honed granite/ Compatible with any type maintenance program, from 175 rpm to 2000 rpm machine/Meets ASTM D .2047 requirements for slip-resistance/ ● Preferred Brand –CAREFREE or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	19 Litre	30		\$ _____	\$ _____

H.	PORCELAIN & TOILET BOWL CLEANER For industrial use only/ containing xanthan gum/must not give off offensive fumes/Preferred Brand – ZEP VIP or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	1 Litre x 12 per case	40 cases		\$_____	\$_____
I.	PAPER TOWEL White/At least 70% recycled fibre/At least 1000 ft per roll/ Minimum 8 inches wide/must be compatible with Kimberly Clark Professional towel dispensers - MODEL # 09991 02	12 rolls per case	480 cases		\$_____	\$_____
J.	PORTABLE UPHOLSTERY & CARPET CLEANER Minimum 2 gallon solution poly tank /minimum 9 gallon recovery tank/ minimum 1.5 HP vacuum motor/minimum 87 inch of water lift/16 inch width/40 psi pump/includes locking hose with swivel cuff, wand and hand tool		1		\$_____	\$_____
K.	FLOOR MACHINE: 17 inch Dual Speed Minimum 175/350 maximum RPM with a 1.5 HP motor/motor cover/rotational moulded base/ including a 40 ft. power cord minimum / dual Speed capability		1		\$_____	\$_____
L.	FLOOR MACHINE: 19 inch Dual Speed Minimum 175/350 maximum RPM with a 1.5 HP motor/motor cover/rotational moulded base/ including a 40 ft. power cord minimum / dual Speed capability		1		\$_____	\$_____
M.	CLEANING CART with ZIPPERED VINYL BAG Minimum specifications ◦ Length: 46 in ◦ Width: 21 ¾ in ◦ Height: 38 3/8 in / Complete with bag of minimum capacity: 20.8 gallons/ Non –marking wheels/ Volume Capacity (Nom): 2.600 bu, 0.1 m3		1		\$_____	\$_____

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N.	EXTRACTOR Minimum 17 inch cleaning path/push forward design/rotationally –moulded plastic tank/ easy access to internal components/Minimum 7 gallon solution tank/ minimum 9 gallon recovery tank/minimum 1.5 HP, 3 stage vacuum motor/minimum 750 rpm brush motor/minimum 75 psi/minimum 120 inch water lift/minimum 2 quick disconnect spray jets/corrosion-proof poly construction/minimum 50 ft detachable power cord		1		\$_____	\$_____
O.	RIDER SCRUBBER minimum 28 inches to maximum 32 inch cleaning path widths/scrubbed floors will dry immediately/patented parabolic breakaway squeegee to prevent damage to walls/capable of cleaning through 32 inch doorway and turn 180 degrees within a six-foot-wide aisle/Dual disk OR cylindrical model/easily drain tank into floor drain or sink with dropdown hose/ minimum 30 gallon solution tank and minimum 45 gallon recovery tank/disk model: minimum 320 rpm motor. Cylindrical model: minimum 750 rpm motor/maximum 72 dBa/corrosion –proof poly construction/minimum 2 hours of run time on one charge/minimum .5 hp brush motors/hour meter/safety seat switch/ Adjustable seat/parking brake/variable solution control/emergency shutdown switch		1		\$_____	\$_____

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P.	VACUUM CLEANER 2 stage motor/2 speeds/noise level 47 -49/ Max. Weight 15 lbs/Poly tank/tank capacity 2.5 gallons/auto save feature (starts on low power) / motor provides 110 inch water lift and 114 CFM of air flow / 0.3 micron filtration at 99% efficiency/ minimum 33 ft cord with manual or auto retract/Stainless steel wand with minimum 10 ft hose and floor, crevice tools, etc provided.		1		\$ _____	\$ _____
Q.	AUTOMATIC FLOOR SCRUBBER = 20 inch Scrubbing width minimum. Squeegee minimum 32" floating squeegee preferred/ Solution tank capacity minimum 10 gallons/ Recovery tank capacity minimum 13 gallons/ Batteries 2 X 12 volt/ Water lift minimum 68 inches/Traction motor (MANDATORY for all models requested)/ On-board charger/ 3 stage motor/10 yr. warranty on melded tank/ 3 yr. warranty on parts and labour/ 1 yr. all- inclusive warranty		1		\$ _____	\$ _____
R.	AUTOMATIC FLOOR SCRUBBER 24 inch = Scrubbing width minimum. Squeegee minimum 32" floating squeegee preferred/ Solution tank capacity minimum 19 gallons/ Recovery tank capacity 21 gallons/ Batteries 2 X 12 volt/ Water lift minimum 68 inches/Traction motor (MANDATORY for all models requested)/ On-board charger/ 3 stage motor/10 yr. warranty on melded tank/ 3 yr. warranty on parts and labour/ 1 yr. all- inclusive warranty		1		\$ _____	\$ _____

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S.	AUTOMATIC FLOOR SCRUBBER = 26 inch Scrubbing width minimum. Squeegee minimum 32" floating squeegee preferred/ Solution tank capacity minimum 19 gallons/ Recovery tank capacity 21 gallons/ Batteries 2 X 12 volt/ Water lift minimum 68 inches/Traction motor (MANDATORY for all models requested)/ On-board charger/ 3 stage motor/10 yr. warranty on melded tank/ 3 yr. warranty on parts and labour/ 1 yr. all-inclusive warranty		1		\$ _____	\$ _____
	Total Table 2 : each line item x Offered Unit prices x estimated quantities					\$ _____

Table 3: Option Year 2 from October 1st 2021 – September 30th 2022

ITEM	Description	Requested Unit format	Estimated annual usage (for evaluation purposes only)	Offered Unit format	Unit price - as per requested format	Extended price (Unit x estimated quantity).
A.	Garbage Bags (35 in. x 50 in.) Clear / Individually folded / minimum 1 mil thick/ 100% recycled poly/ Ecologo certified	200 per case	420 boxes		\$ _____	\$ _____
B.	Garbage Bags (26. in X 36. in) Clear/ on rolls/50 per roll /1.3 MIL/Star bottom/High density/100% recycled poly/Ecologo certified	500 per case	500 boxes		\$ _____	\$ _____
C.	TOILET PAPER – 2-ply/ Minimum 4 inches wide/ 100% recycled/White/550 sheets per roll minimum/Individually wrapped rolls	40 rolls per case (minimum)	600 boxes		\$ _____	\$ _____

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D.	Concentrated One Step Disinfectant & Deodorant for hospital, food service, industrial and institutional use/ must be compatible with Diversey brand dispensing equipment/Dilution rate 1/256/ No rinse formula/ must be bactericidal, veridical, fungicidal, mildewcide and deodorizer. Prefer: Diversey VIREX 11 256 or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	2.5 Litre	120		\$ _____	\$ _____
E.	Concentrated Glass & Multi Surface Cleaner - Must be compatible to use with Diversey brand dispensing equipment/ Dilution rate 1/40/ Preferred Brand – Diversey Glance or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	2.5 Litre	20		\$ _____	\$ _____
F.	Concentrated Liquid Cleaner/Degreaser Suitable for food plant use/come in an approximately/CFIA approved, non-butyl, hard water stable/ Preferred Brand – Dustbane for compatibility with current products and approved by Health and Safety committee onsite.	5 Litre	440		\$ _____	\$ _____
G.	FLOOR FINISH/SEALER Multi –use for resilient and non-resilient including vinyl composition, vinyl asbestos, asphalt tile, rubber tile, honed marble & honed granite/ Compatible with any type maintenance program, from 175 rpm to 2000 rpm machine/Meets ASTM D .2047 requirements for slip-resistance/ ● Preferred Brand –CAREFREE or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	19 Litre	30		\$ _____	\$ _____

H.	PORCELAIN & TOILET BOWL CLEANER For industrial use only/ containing xanthan gum/must not give off offensive fumes/Preferred Brand – ZEP VIP or equivalent for compatibility with current products and approved by Health and Safety committee onsite.	1 Litre x 12 per case	40 cases		\$ _____	\$ _____
I.	PAPER TOWEL White/At least 70% recycled fibre/At least 1000 ft per roll/ Minimum 8 inches wide/must be compatible with Kimberly Clark Professional towel dispensers - MODEL # 09991 02	12 rolls per case	480 cases		\$ _____	\$ _____
J.	PORTABLE UPHOLSTERY & CARPET CLEANER Minimum 2 gallon solution poly tank /minimum 9 gallon recovery tank/ minimum 1.5 HP vacuum motor/minimum 87 inch of water lift/16 inch width/40 psi pump/includes locking hose with swivel cuff, wand and hand tool		1		\$ _____	\$ _____
K.	FLOOR MACHINE: 17 inch Dual Speed Minimum 175/350 maximum RPM with a 1.5 HP motor/motor cover/rotational moulded base/ including a 40 ft. power cord minimum / dual Speed capability		1		\$ _____	\$ _____
L.	FLOOR MACHINE: 19 inch Dual Speed Minimum 175/350 maximum RPM with a 1.5 HP motor/motor cover/rotational moulded base/ including a 40 ft. power cord minimum / dual Speed capability		1		\$ _____	\$ _____
M.	CLEANING CART with ZIPPERED VINYL BAG Minimum specifications ◦ Length: 46 in ◦ Width: 21 ¾ in ◦ Height: 38 3/8 in / Complete with bag of minimum capacity: 20.8 gallons/ Non –marking wheels/ Volume Capacity (Nom): 2.600 bu, 0.1 m3		1		\$ _____	\$ _____

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N.	EXTRACTOR Minimum 17 inch cleaning path/push forward design/rotationally –moulded plastic tank/ easy access to internal components/Minimum 7 gallon solution tank/ minimum 9 gallon recovery tank/minimum 1.5 HP, 3 stage vacuum motor/minimum 750 rpm brush motor/minimum 75 psi/minimum 120 inch water lift/minimum 2 quick disconnect spray jets/corrosion-proof poly construction/minimum 50 ft detachable power cord		1		\$ _____	\$ _____
O.	RIDER SCRUBBER minimum 28 inches to maximum 32 inch cleaning path widths/scrubbed floors will dry immediately/patented parabolic breakaway squeegee to prevent damage to walls/capable of cleaning through 32 inch doorway and turn 180 degrees within a six-foot-wide aisle/Dual disk OR cylindrical model/easily drain tank into floor drain or sink with dropdown hose/ minimum 30 gallon solution tank and minimum 45 gallon recovery tank/disk model: minimum 320 rpm motor. Cylindrical model: minimum 750 rpm motor/maximum 72 dBa/corrosion –proof poly construction/minimum 2 hours of run time on one charge/minimum .5 hp brush motors/hour meter/safety seat switch/ Adjustable seat/parking brake/variable solution control/emergency shutdown switch		1		\$ _____	\$ _____

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P.	VACUUM CLEANER 2 stage motor/2 speeds/noise level 47 -49/ Max. Weight 15 lbs/Poly tank/tank capacity 2.5 gallons/auto save feature (starts on low power) / motor provides 110 inch water lift and 114 CFM of air flow / 0.3 micron filtration at 99% efficiency/ minimum 33 ft cord with manual or auto retract/Stainless steel wand with minimum 10 ft hose and floor, crevice tools, etc provided.		1		\$ _____	\$ _____
Q.	AUTOMATIC FLOOR SCRUBBER = 20 inch Scrubbing width minimum. Squeegee minimum 32" floating squeegee preferred/ Solution tank capacity minimum 10 gallons/ Recovery tank capacity 13 gallons/ Batteries 2 X 12 volt/ Water lift minimum 68 inches/Traction motor (MANDATORY for all models requested)/ On-board charger/ 3 stage motor/10 yr. warranty on melded tank/ 3 yr. warranty on parts and labour/ 1 yr. all-inclusive warranty		1		\$ _____	\$ _____
R.	AUTOMATIC FLOOR SCRUBBER 24 inch = Scrubbing width minimum. Squeegee minimum 32" floating squeegee preferred/ Solution tank capacity minimum 19 gallons/ Recovery tank capacity 21 gallons/ Batteries 2 X 12 volt/ Water lift minimum 68 inches/Traction motor (MANDATORY for all models requested)/ On-board charger/ 3 stage motor/10 yr. warranty on melded tank/ 3 yr. warranty on parts and labour/ 1 yr. all-inclusive warranty		1		\$ _____	\$ _____

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S.	AUTOMATIC FLOOR SCRUBBER = 26 inch Scrubbing width minimum. Squeegee minimum 32" floating squeegee preferred/ Solution tank capacity minimum 19 gallons/ Recovery tank capacity 21 gallons/ Batteries 2 X 12 volt/ Water lift minimum 68 inches/Traction motor (MANDATORY for all models requested)/ On-board charger/ 3 stage motor/10 yr. warranty on melded tank/ 3 yr. warranty on parts and labour/ 1 yr. all- inclusive warranty		1		\$ _____	\$ _____
	Total Table 3: each line item x Offered Unit prices x estimated quantities					\$ _____

Total Table 1 + 2 + 3 = total offer	\$ _____
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Unit Price Fluctuation:

In addition to the prices established in Annex B, the successful Standing Offer holder can offer special discounts, such as year-end sales, production surplus, special sales and promotions, etc., as long as the cost is lower than the prices listed in Annex B.

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ANNEX “C” 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);

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ANNEX D –STANDING OFFER REPORT

Return to:

Public Works and Government Services Canada - Acquisitions Branch
Fax: 204-983-7796

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.: W0117-19V014
Department or Agency: _____
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:	

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

PREPARED BY:

NAME: _____ PHONE: _____

SIGNATURE: _____ DATE: _____