

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des soumissions - TPSGC

**11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau**

Québec
K1A 0S5
Bid Fax: (819) 997-9776

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

Industrial Vehicles & Machinery Products Division
LEFTD - HS Division
140, O'Connor Street/
140, rue O'Connor,
East Tower, 4th Floor/
Tour Est, 4e étage
Ottawa
Ontario
K1A 0S5

Title - Sujet Steel Sheets and Plates - RISO	
Solicitation No. - N° de l'invitation 21C10-188410/B	Date 2019-08-12
Client Reference No. - N° de référence du client IFMMS# 2818410	GETS Ref. No. - N° de réf. de SEAG PW-\$\$HS-649-77578
File No. - N° de dossier hs649.21C10-188410	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-09-12	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Fong, Hong	Buyer Id - Id de l'acheteur hs649
Telephone No. - N° de téléphone (613)296-1855 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein	
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

This bid solicitation cancels and supersedes previous bid solicitation number 21C10-188410/A dated July 23, 2019 with a closing of August 7, 2019 at 14h00 Eastern Daylight Time (EDT).

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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 Annex A – Requirement, Annex B – Pricing, Annex C – Determination of Steel Price Fluctuation Adjustment, Annex D – Calculation of Aggregate Evaluated Price of the Offer, and Annex E – Electronic Payment Instrument.

1.2 Summary

1.2.1 Requirement

Correctional Services of Canada has a requirement to establish a Regional Individual Standing Offer (RISO) to purchase firm quantities of Steel Sheets and Steel Plates for CORCAN, in accordance with Annex A – Requirement and Annex B – Pricing.

The requirement will be for an initial period of one (1) year from the issuance of the Standing Offer, with an option to extend the offer by four (4) additional periods of one (1) year each under the same terms and conditions.

1.2.2 Trade Agreement

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

1.2.3 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 Security Requirements

There are no security requirements associated with the requirement of the Standing Offer.

At Delivery Time:

Contractor personnel will be escorted in specific areas of the facility/site as and where required by Correctional Service Canada personnel or the delegated authorized representative.

1.4 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.

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

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to 6.14 Transition to an e-Procurement Solution (EPS).

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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, National Capital Region: The only acceptable email address to use with epost Connect for responses to RFSOs issued by PWGSC headquarters is:

tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

or if applicable, the email address identified in the RFSO.

- ii. 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.

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- 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 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: sixty (60) days
Insert: ninety (90) days

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.

Note: For offerors choosing to submit using epost Connect for offers closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is:

tpsgc.dgareceptiondessoumissions-abbidreceiving.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 Instructions 2006, or to send offers through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

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 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.

2.5 Improvement of Requirement during Solicitation Period

Should offerors consider that the specifications contained in the Request for Standing Offer could be improved technically or technologically, offerors are invited to make suggestions, in writing, to the Standing Offer Authority named in the Request for Standing Offer. Offerors must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favor a particular offeror will be given consideration provided they are submitted to the Standing Offer Authority at least seven (7) calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

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. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. The offer must be gathered per section and separated as follows:

- Section I: Technical Offer
- Section II: Financial Offer
- Section III: Certifications
- Section IV: Additional Information

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 (2 hard copies)
- Section II: Financial Offer (1 hard copy)
- Section III: Certifications (1 hard copy)
- Section IV: Additional Information (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

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Basis of Payment detailed in Part 6B and Annex B - Pricing.

Offerors must complete Annex B - Pricing and submit it with their offer.

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 Steel Price Fluctuation

1. It is acknowledged that the price of the steel will fluctuate over the period of the standing offer of five (5) years due to raw material price fluctuation.
2. The offeror may request Canada to assume the risk for fluctuation of the price of steel. This option must be specifically requested at time of bidding. For this clause to be effective, the Offeror must provide and justify with its offer the Steel Component of the offered firm price for all applicable items.
3. The Steel Component (in dollars) is defined as the portion of the price which will be directly affected by fluctuations of the price of steel. It must reflect the true steel component (in dollars) of the firm price of the item.
4. The steel component (in dollars) must be indicated in the Steel Price Adjustment Form, specified in Annex C – Determination of Steel Price Fluctuation Adjustment.
5. For evaluation purposes, all offers are evaluated with the firm prices offered in Annex B – Pricing, at time of solicitation closing.
6. The latest published indexes for steel on the Bureau of Labor Statistics of United States website, available at solicitation closing will be used as the Initial Index and the latest published index available at time of call-up will be applied to adjust the firm price that Canada will pay. The

price of the call-up will be calculated in accordance with Annex C – Determination of Steel Price Fluctuation Adjustment.

7. At time of bidding, the Offeror must complete column (4) on the Steel Price Adjustment Form, specified in Annex A2 for each line item where they want to invoke the steel price fluctuation provision. Where offers are evaluated in Canadian dollars, the dollar values provided in column (4) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
8. Only the published index on the Bureau of Labor Statistics of United States website will be accepted for the purpose of this Steel Price Fluctuation provision.

3.1.3 Exchange Rate Fluctuation

3.1.3.1 Exchange Rate Fluctuation Risk Mitigation

1. The Offeror may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Offeror claims for an exchange rate adjustment, this request must be clearly indicated in the bid at time of bidding. The Offeror must submit form <https://www.tpsgc-pwgsc.gc.ca/app-acq/forms/450-eng.html>, Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.
2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Offeror and which are to be included in the adjustment amount.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
4. At time of bidding, the Offeror must complete columns (1) to (4) on form <https://www.tpsgc-pwgsc.gc.ca/app-acq/forms/450-eng.html>, for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Offeror will not be accepted for the purposes of this exchange rate fluctuation provision.

Section III: Certifications

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

Section IV: Additional Information

Canada requests that offerors submit the following information:

3.1.3 Best Delivery Date – Offer

While delivery is requested within three (3) weeks from receipt of a call-up against the Standing Offer, the best delivery that could be offered is as follows:

All items (1a to 12) – will be delivered within _____ weeks from receipt of a call-up against the Standing Offer.

3.1.4 Supplier Contacts

Canada requests that Offerors provide the Contractor's Representative contact information in Part 6A.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria – Products Conformance Certification

Offerors must complete the Products Conformance Certification in Part 5.

4.1.2 Financial Evaluation

The Offerors must provide with their offer all financial information requested in the Request for Standing Offer, at Annex B – Pricing, and in accordance with the Basis of Payment.

4.1.2.1 Mandatory Financial Evaluation Criteria

The price of the offer must be in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, Canadian Custom Duties and Excise Taxes included where applicable and Applicable Taxes extra.

Offerors must submit firm unit prices for all items, all destinations for the initial period only. The offered firm prices will apply to each of the extended periods.

4.1.2.2 Aggregate Price Determination

The aggregate price of the offer will be determined in accordance Annex D – Calculation of Aggregate Evaluated Price of the Offer.

4.2 Basis of Selection

An offer must comply with all requirements of the Request for Standing Offer including the technical and financial evaluation criteria to be declared responsive. The responsive offer with the lowest aggregate evaluated price, including the extended periods, will be recommended for issuance of a Standing Offer. Only one (1) Standing Offer may be awarded.

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.

5.1.2 Additional Certifications Required with the Offer

5.1.2.1 Product Conformance

The Offeror certifies that all goods proposed conform, and will continue to conform throughout the duration of the Standing Offer and any resulting contract, to all technical specifications of Annex A – Requirement.

This certification does not relieve the offer from meeting all mandatory technical evaluation criteria detailed in Part 4.

Offeror's authorized representative Signature

Date

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/programs/employment-equity/federal-contractor-program.html#s4) 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.

5.2.3 Additional Certifications Precedent to Standing Offer Issuance

5.2.3.1 General Environmental Criteria Certification

The Offeror must select and complete one of the following two certification statements.

- A) The Offeror certifies that the Offeror is registered or meets ISO 14001.

Offeror's authorized representative signature

Date

Or

- B) The Offeror certifies that the Offeror meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

The Offeror must indicate which four (4) criteria, as a minimum, are met.

Green Practices within the Offerors' organization	Insert a checkmark for each criterion that is met
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	

Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

Offeror's authorized representative signature

Date

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

The Offeror must provide the items in accordance with the Requirement at Annex A – Requirement and Annex B – Pricing of the Standing Offer, and as described in the call-up against the Standing Offer.

6.2 Security Requirements

There is no security requirement applicable to the Standing Offer.

At Delivery Time:

Supplier personnel will be escorted in specific areas of the facility / site as and where required by Correctional Service Canada personnel or the delegated authorized representative.

6.3 Standard Clauses and Conditions

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 also include all purchases paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data, in electronic format (Excel spreadsheet format), in accordance with the reporting requirements detailed below. 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 electronically on a quarterly basis to the Standing Offer Authority and the Procurement 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 reporting requirements includes, but is not limited to, the following information:

- 1a. Standing Offer Number;
- 1b. Standing Offer Title and Description;
- 1c. Call-up Number
- 1d. Invoice date and Number
- 1e. Province/Territory of delivery

-
- 1f. Reporting Period (Quarter and Per Fiscal Year);
 - 1g. Total Number of Orders and associated value (applicable taxes included) for the Reporting Period (Quarter);
 - 1h. Total Number of Orders and associated value (applicable taxes included) (Per Fiscal Year);
 - 1i. Total Number of Orders and associated value (applicable taxes included) (For the duration of the Standing Offer)

- 2a. Item Number;
- 2b. Total Number of Item ordered (Per Quarter and Per Fiscal Year);
- 2c. Total Number of Item ordered (Per Region of Delivery);

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 the effective date of the Standing Offer to **(to be inserted by PWGSC)**.

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 four (4) periods of one (1) year, 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 sixty (60) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

6.4.3 Delivery Points

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

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Hong Fong
Supply Officer
Public Services and Procurement Canada
Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate
HS Division
L'Esplanade Laurier (LEL)
140, O'Connor Street, East Tower, 4th Floor

Ottawa, Ontario K1A 0S5
Telephone: 613-291-1855
E-mail address: Hong.Fong@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 Procurement Authority

The Procurement Authority for the Standing Offer is:

(To be inserted by PWGSC)

Telephone : _____
Fascimile : _____
E-mail address : _____

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out pursuant to a call-up under the Standing Offer. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Standing Offer. The Offeror may discuss administrative matters identified in the Standing Offer with the Procurement Authority. However, the Procurement Authority has no authority to authorize changes to the scope of the Work.

Changes to the scope of Work can only be made through a Revision to the Standing Offer issued by the Standing Offer Authority.

6.5.3 Technical Authority

The Project Authority for the Standing Offer is:

(To be inserted by PWGSC)

Telephone : _____
Fascimile : _____
E-mail addresss : _____

The Technical Authority for the Standing Offer is identified in the call-up against the Standing Offer. The Technical Authority is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Standing Offer Authority.

6.5.4 Contractor's Representative

General enquiries

Name: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

Delivery follow-up

Name: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is **(to be inserted by PWGSC)**.

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.

6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$100,000.00 (Applicable Taxes included). All individual call-ups against the Standing Offer exceeding \$100,000.00 (Applicable Taxes included) will be forwarded to PWGSC for authorization.

6.9 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010A (2018-06-21), General Conditions - Goods (Medium Complexity);
- e) Annex A – Requirement;
- f) Annex B – Pricing;
- g) the Offeror's offer dated **(to be inserted by PWGSC)** as amended on **(to be inserted by PWGSC)**.

6.10 Certifications and Additional Information

7.10.1 Compliance

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

6.10.2 Federal Contractors Program for Employment Equity - Setting aside

The Offeror understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Offeror and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Standing Offer. If the AIEE becomes invalid, the name of the Offeror will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC may result in the setting aside of the Standing Offer.

6.11 Meeting after issuance of the standing offer

Within ten (10) calendar days after the issuance of the standing offer, the Offeror must contact the Standing Offer Authority to determine if a meeting is required. A meeting will be convened at the discretion of the Technical Authority after issuance of the standing offer to review the procedures of making call-ups, technical and contractual requirements. The Offeror shall be responsible for the preparation and distribution of the minutes of meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Offeror's facilities or at the representatives of the Offeror, the client and Public Works and Government Services Canada.

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 Ontario.

6.13 Transition to an e-Procurement Solution (EPS)

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

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

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

B. RESULTING CONTRACT CLAUSES

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

6.1 Requirement

The Contractor must provide the items detailed in the call-up against the Standing Offer, in accordance with the Requirement at Annex A – Requirement and Annex B – Pricing of 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.

6.3 Term of Contract

6.3.1 Delivery Date and Destinations

All Items (1a to 12) – Delivery must be made within (to be inserted by PWGSC) calendar days from receipt of a call-up against the Standing Offer.

6.4 Payment

6.4.1 Basis of Payment – Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm prices, in Canadian dollars, Delivered Duty Paid at destination, Incoterms 2000, Canadian Custom Duties, Excise Taxes included where applicable and Applicable Taxes extra, as specified in Annex B – Pricing.

The price paid will be adjusted in accordance with the exchange rate fluctuation provision and the steel price fluctuation provision (as applicable).

6.4.2 Steel Price Fluctuation Adjustment

1. It is acknowledged that the price of the steel will fluctuate over the period of the standing offer of five (5) years due to raw material price fluctuation.
2. The Steel Component (in dollars) is defined as the portion of the price which will be directly affected by fluctuations of the price of steel. It must reflect the true steel component (in dollars) of the firm price of the item.
3. The steel component (in dollars) must be indicated in the Steel Price Adjustment Form, specified in Annex C – Determination of Steel Price Fluctuation Adjustment.

4. The latest published indexes for steel on the Bureau of Labor Statistics of United States website, available at solicitation closing will be used as the Initial Index and the latest published index available at time of call-up will be applied to adjust the firm price that Canada will pay. The price of the call-up will be calculated in accordance with Annex C – Determination of Steel Price Fluctuation Adjustment.
5. Only the published index on the Bureau of Labor Statistics of United States website will be accepted for the purpose of this Steel Price Fluctuation provision.

6.4.3 SACC Manual Clauses

SACC Reference	Title	Date
C3015C	Exchange Rate Fluctuation Adjustment	2017-08-17
C6000C	Limitation of Price	2017-08-17
H1001C	Multiple Payments	2008-05-12

6.4.4 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.
2. The contractor is requested to provide invoices in electronic format to the Contracting Authority and Procurement Authority unless otherwise specified by the Contracting Authority or Procurement Authority, thereby reducing printed material.
3. Invoices must be distributed as follows:
 - (a) The original and one (1) copy must be forwarded to the consignee for acceptance and payment.

Note: The consignee for the respective point of delivery is as follows:

- a) CORCAN Manufacturing – Donnacona Institution
1537, Highway 138
Donnacona, Quebec
Canada G3M 1C9
Attention: **(to be inserted by PWGSC)**

- b) CORCAN Manufacturing – Cowansville Institution
400 Fordyce Avenue
P.O. Box 5000
Cowansville, Quebec
Canada J2K 3N7
Attention: **(to be inserted by PWGSC)**
- c) CORCAN Manufacturing – Federal Training Centre
205 Montée St-François
Laval, Quebec
Canada H7C 2S3
Attention: **(to be inserted by PWGSC)**

(b) One (1) copy must be forwarded or e-mail to the Contracting Authority identified under the section entitled “Authorities” of the Contract

(c) One (1) copy must be forwarded or e-mail to the Procurement Authority identified under the section entitled “Authorities” of the Contract.

6.6 **SACC Manual Clauses**

SACC Reference	Title	Date
A9068C	Government Site Regulations	2010-01-11
B7500C	Excess Goods	2006-06-16
D2001C	Labelling	2007-11-30
D2025C	Wood Packaging Materials	2017-08-17
G1005C	Insurance	2016-01-28

6.7 **Preparation of Delivery**

At Delivery Time:

Contractor personnel will be escorted in specific areas of the facility / site as and where required by Correctional Service Canada personnel or the delegated authorized representative.

The goods must be protected at all time when delivered.

6.8 **Shipping Instructions - Delivery at Destination**

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (... named place of destination). Unless otherwise directed, delivery must be made by the most economical means. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and Applicable Taxes.

2. The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the person identified in Annex A – Requirement. The consignee may refuse shipments when prior arrangements have not been made.

6.9 Inspection and Acceptance

The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of Annex A – Requirement and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX A – REQUIREMENT

Initial Period

Year 1: The first year of the Standing Offer is the period from the date of the Standing Offer issuance to **(to be inserted by PWGSC)** inclusive.

Extended Period 1:

The first extended period of the contract is the period from **(to be inserted by PWGSC)** to **(to be inserted by PWGSC)** inclusive.

Extended Period 2:

The second extended period of the contract is the period from **(to be inserted by PWGSC)** to **(to be inserted by PWGSC)** inclusive.

Extended Period 3:

The third extended period of the contract is the period from **(to be inserted by PWGSC)** to **(to be inserted by PWGSC)** inclusive.

Extended Period 4:

The fourth extended period of the contract is the period from **(to be inserted by PWGSC)** to **(to be inserted by PWGSC)** inclusive.

Delivery Locations

CORCAN Manufacturing – Donnacona Institution
1537, Highway 138
Donnacona, Quebec
Canada G3M 1C9

The contact person at destination is: **(to be inserted by PWGSC)**

CORCAN Manufacturing – Cowansville Institution
400 Fordyce Avenue
P.O. Box 5000
Cowansville, Quebec
Canada J2K 3N7

The contact person at destination is: **(to be inserted by PWGSC)**

CORCAN Manufacturing – Federal Training Centre
205 Montée St-François
Laval, Quebec
Canada H7C 2S3

The contact person at destination is: **(to be inserted by PWGSC)**

The Contractor must deliver firm quantity of steel sheets and plates described in Table 1 below. The steel must comply with the American Society for Testing and Materials (ASTM) standards, contain 15% to 20% of post-consumer steel sheet, and be 100% rust exempt.

The units of measure requested [feet ('), inches ("), and gauge] are the industry standards. The Contractor must deliver goods that are within the industry standards tolerances of the steel requested in Table 1 – Description.

Table 1 – Description:

Item	Description
1a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 11
1b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 11
1c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 11
2a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 12
2b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 12
2c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 12
3a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 14
3b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 14
3c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 14
4a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 16
4b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 16
4c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 16
5a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 18
5b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 18
5c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 18
6a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 20
6b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 20
6c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 20
7a	Steel Sheet, hot rolled, 4'x 8', gauge 3/16
7b	Steel Sheet, hot rolled, 4'x10', gauge 3/16
7c	Steel Sheet, hot rolled, 5'x 10', gauge 3/16
8a	Steel Sheet, hot rolled, 4'x 8', gauge 1/4
8b	Steel Sheet, hot rolled, 4'x10', gauge 1/4
8c	Steel Sheet, hot rolled, 5'x 10', gauge 1/4
9a	Steel Sheet hot rolled pickled and oiled, 4'x 8', gauge 10
9b	Steel Sheet hot rolled pickled and oiled, 4'x10', gauge 10
9c	Steel Sheet hot rolled pickled and oiled, 5'x10', gauge 10
10a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 10
10b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 10
10c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 10
11	Steel Plate hot rolled or hot rolled pickled and oiled 12" x 32" x 3/16"
12	Steel Plate hot rolled or hot rolled pickled and oiled 16" x 30" x 1/8"

ANNEX B – PRICING

Annex B is consisted of the Excel attachment titled “Pricing”.

ANNEX C – DETERMINATION OF STEEL PRICE FLUCTUATION ADJUSTEMENT

The latest published indexes for steel on the Bureau of Labor Statistics of United States website, available at solicitation closing will be used as the Initial Index and the latest published index available at time of call-up will be applied to adjust the firm price that Canada will pay. The published Index on Bureau of Labor Statistics of United States website is the index indicated with a ``P)`:

Published Index	Applicable Line Items
Cold Rolled Steel: https://data.bls.gov/timeseries/WPU101707	Items 1a to 6c, 10a to 10c
Hot Rolled, Hot Rolled Pickled and Oiled Steel: https://data.bls.gov/timeseries/WPU101703	Items 7a to 9c, 11 and 12

For each initial and extended periods, the firm price at call-up will be adjusted as follows:

1) Adjusted Firm Prix (per line item) = Steel Component X Qty X $(N_1 - N_0)/N_0 + P_0$

Where:

Steel Component = portion of the firm unit price claimed for the steel price fluctuation provision;

N_1 = Call-up index is the latest published index available at time of call-up;

N_0 = Initial Published Index is the latest published index available at solicitation closing:

N_0 for cold rolled steel is **(to be inserted by PWGSC)**;

N_0 for hot rolled or hot rolled pickled and oiled steel is **(to be inserted by PWGSC)**;

Qty = Units of steel sheets or plates requested per line item at call-up issuance;

P_0 = Firm unit price, specified in Annex B – Pricing.

2) The adjusted firm price at call-up will be determined by the sum of the adjusted firm price per requested item, or

Adjusted Firm Price at Call-up = Adjusted Firm Price of Line Item (#) + Adjusted Firm Price of Line Item (#)...etc.

Steel Price Adjustment Form

To facilitate the calculation for steel price adjustment at call-up, the Excel attachment titled ``Steel Price Adjustment Form`` must apply to each call-up issued by each of the three (3) delivery locations for each valid year of the Standing Offer. A printout of the published index from the Bureau of Labor Statistics of United States website indicating the date of call-up issuance must accompany this form. The Steel Price

Adjustment Form is also the claim form, to be submitted with the offer, to indicate each line item for which to invoke the steel prix fluctuation provision.

Example (only)

For the purpose of this example, a request for standing offer closed on January 15, 2018. The Standing Offer was issued on January 25, 2018 for an initial period of one (1) year with an option to extend the Standing Offer for four (4) additional period of one (1) year.

At solicitation closing, Initial Published Index is $N_0 = 217.9$.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	210.4	219.6	222.3	224.3	229.3	230.4	242.9	219.8	216.1(P)	217.9.8(P)	216.6(P)	217.9(P)
2018												

This example will work with the same arbitrary line item at each call-up as follows:

Cold-rolled steel metals

Quantity = 1 sheet of 32 ft²

$P_0 = \$50.00$ CAD

Steel Component = \$40

February 15, 2018: Index for adjustment is $N_1 = 216$

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	210.4	219.6	222.3	224.3	229.3	230.4	242.9	219.8	219	217.9.8(P)	216.6(P)	217.9(P)
2018	216(P)											

March 15, 2018: Index for adjustment $N_1 = 220.9$

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	210.4	219.6	222.3	224.3	229.3	230.4	242.9	219.8	219	217.4	216.3	217.9(P)
2018	216(P)	220.9(P)										

April 16, 2018: Index for adjustment is $N_1 = 222.7$

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	210.4	219.6	222.3	224.3	229.3	230.4	242.9	219.8	219	217.4	216.3	217.9(P)
2018	216(P)	220.9(P)	222.7(P)									

June 29, 2018: Index for adjustment is $N_1 = 236.9$

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	210.4	219.6	222.3	224.3	229.3	230.4	242.9	219.8	219	217.4	216.3	216.3
2018	211.5	211.2	222.7(P)	229.8(P)	236.9(P)							

August 20, 2018: Index for adjustment is $N_1 = 247.6$

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	210.4	219.6	222.3	224.3	229.3	230.4	242.9	219.8	219	217.4	216.3	217.9(P)
2018	211.5	211.2	224.4	229.8(P)	236.9(P)	244.4(P)	247.6(P)					

October 5, 2018: Index for adjustment is $N_1 = 251.6$

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	210.4	219.6	222.3	224.3	229.3	230.4	242.9	219.8	219	217.4	216.3	217.9(P)
2018	211.5	211.2	224.4	229.2	236.9(P)	244.4(P)	247.6(P)	252.2(P)	251.6(P)			

The adjusted firm price at each call up is determined as follows:

(Issuance Date of Call up)	Firm Unit Price	Steel Component (\$)	Quantity (Qty)	Initial Index (No)	Index for Adjustment (N1)	% change	Adjustment (\$)	Adjusted Firm Price at Call up
15-Feb-2018	\$ 50.00	\$ 40.00	1	217.9	216	-	-0.3488	\$ 49.65
15-Mar-2018	\$ 50.00	\$ 40.00	1	217.9	220.9	0.0138	0.5507	\$ 50.55
16-Apr-2018	\$ 50.00	\$ 40.00	1	217.9	222.7	0.0220	0.8811	\$ 50.88
29-Jun-2018	\$ 50.00	\$ 40.00	1	217.9	236.9	0.0872	3.4878	\$ 53.49
20-Aug-2018	\$ 50.00	\$ 40.00	1	217.9	247.6	0.1363	5.4520	\$ 55.45
05-Oct-2018	\$ 50.00	\$ 40.00	1	217.9	251.6	0.1547	6.1863	\$ 56.19

ANNEX D – CALCULATION OF AGGREGATE EVALUATED PRICE OF THE OFFER

The estimated quantities reflected herein are only an approximation of requirements given in good faith for evaluation purposes only and do not represent Canada's actual requirement.

For evaluation purpose, all offers are evaluated with the firm prices offered in Annex B – Pricing.

The aggregate evaluated price of the offer will be determined as follows:

For each Line Item, the firm price for each location will be multiplied by the estimated quantity to determine the evaluated price per location. The evaluated price per line item is determined by the sum of the evaluated price per location.

The aggregate evaluated price of the offer is determined by the sum of the evaluated price per line item multiplied by five (5) years.

Item	Description	Estimated Quantities per Location Per Year (for evaluation purpose only)
1a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 11	21 sheets
1b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 11	17 sheets
1c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 11	13 sheets
2a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 12	3 sheets
2b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 12	3 sheets
2c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 12	2 sheets
3a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 14	28 sheets
3b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 14	22 sheets
3c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 14	18 sheets
4a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 16	69 sheets
4b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 16	56 sheets
4c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 16	44 sheets
5a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 18	35 sheets
5b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 18	28 sheets
5c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 18	22 sheets
6a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 20	17 sheets
6b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 20	14 sheets
6c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 20	11 sheets

7a	Steel Sheet, hot rolled, 4'x 8', gauge 3/16	21 sheets
7b	Steel Sheet, hot rolled, 4'x10', gauge 3/16	17 sheets
7c	Steel Sheet, hot rolled, 5'x 10', gauge 3/16	13 sheets
8a	Steel Sheet, hot rolled, 4'x 8', gauge 1/4	14 sheets
8b	Steel Sheet, hot rolled, 4'x10', gauge 1/4	11 sheets
8c	Steel Sheet, hot rolled, 5'x 10', gauge 1/4	9 sheets
9a	Steel Sheet hot rolled pickled and oiled, 4'x 8', gauge 10	73 sheets
9b	Steel Sheet hot rolled pickled and oiled, 4'x10', gauge 10	58 sheets
9c	Steel Sheet hot rolled pickled and oiled, 5'x10', gauge 10	47 sheets
10a	Steel Sheet ASTM A1008, cold rolled, 4'x8', gauge 10	17 sheets
10b	Steel Sheet ASTM A1008, cold rolled, 4'x10', gauge 10	14 sheets
10c	Steel Sheet ASTM A1008, cold rolled, 5'x10', gauge 10	11 sheets
11	Steel Plate hot rolled or hot rolled pickled and oiled 12'' x 32'' x 3/16''	833 plates
12	Steel Plate hot rolled or hot rolled pickled and oiled 16'' x 30'' x 1/8''	500 plates

ANNEX E – 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)