

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

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

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scotia

B3J 1T3

Bid Fax: (902) 496-5016

Request For a Standing Offer Demande d'offre à commandes

National Master Standing Offer (NMSO)

Offre à commandes principale et nationale (OCPN)

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

Atlantic Region Acquisitions/Région de l'Atlantique
Acquisitions

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scot

B3J 1T3

Title - Sujet RISO - Marine Electrical Services	
Solicitation No. - N° de l'invitation F5561-190072/A	Date 2019-10-15
Client Reference No. - N° de référence du client F5561-19-0072	GETS Ref. No. - N° de réf. de SEAG PW-\$HAL-203-5941
File No. - N° de dossier HAL-9-83003 (203)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-10-31	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: MacDonald (HAL), Isabelle	Buyer Id - Id de l'acheteur hal203
Telephone No. - N° de téléphone (902)403-9839 ()	FAX No. - N° de FAX (902)496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF FISHERIES AND OCEANS SEE HEREIN DARTMOUTH NOVA SCOTIA B2Y 4A2 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 | Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer. |

1.2 Summary

1.2.1 Description

This Request for Standing Offer is undertaken to establish a Regional Standing Offer (RSO) to provide services of supplying labour, parts, material and equipment necessary to install, maintain, troubleshoot, renew and repair Marine Electrical Systems, as they relate to troubleshooting and repair services, on DFO/Canadian Coast Guard Vessels, operating in the Atlantic Region, on an urgent and "as and when required" basis.

This RISO will result in up to (4) separate and resulting Standing Offer Agreements which will be awarded to the lowest priced compliant bidder for the following geographical areas:

- A. Atlantic Canada North (Zone 1) – Newfoundland East
- B. Atlantic Canada North (Zone 2) – Newfoundland West
- C. Atlantic Canada South (Zone 3) – Nova Scotia
- D. Atlantic Canada South (Zone 4) – New Brunswick & PEI

The Regional Standing Offer will be in effect for a period of two years from date of issue and will include an optional 1 year extension period to be exercised, if requested.

1.2.2 Trade Agreements

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

1.2.3 epost Connect

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

1.3 Debriefings

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

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

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to 7.15 Transition to an e-Procurement Solution (EPS).

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

2.1.1 SACC Manual Clauses

[M0019T](#) (2007-05-25) – Firm Price and/or Rates

[M1004T](#) (2016-01-28) – Condition of Material

[M3021T](#) (2012-07-16) – Education and Experience

2.2 Submission of Offers

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

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the [Financial Administration Act](#) R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? YES () NO ()

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? YES () NO ()

If so, the Offeror must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 5 calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.5 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 Nova Scotia.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or

territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

- If the Offeror chooses to submit its offer electronically, Canada requests that the Offeror submits its offer in accordance with section 08 of the 2006 standard instructions. Offerors are required to provide their offer in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment. The offer must be gathered per section and separated as follows:

Section I: Technical Offer
Section II: Financial Offer
Section III: Certifications
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 (1 hard copy)
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 Annex F, Financial Evaluation.

3.1.1 Electronic Payment of Invoices - Offer

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

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

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

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

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

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

Please refer to Annex G

4.1.2 Financial Evaluation

4.1.2.1 Price

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

4.2 Basis of Selection

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

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

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

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

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

5.2.3 Status and Availability of Resources

The Offeror certifies that, should it be issued a standing offer as a result of the Request for Standing Offer, every individual proposed in its offer will be available to perform the Work resulting from a call-up against the Standing Offer as required by Canada's representatives and at the time specified in a call-up or agreed to with Canada's representatives. If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror has proposed any individual who is not an employee of the Offeror, the Offeror certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Offeror must, upon request from the Standing Offer Authority, provide a written confirmation, signed by the individual, of the permission given to the Offeror and of his/her availability. Failure to comply with the request may result in the offer being declared non-responsive.

5.2.4 Workers Compensation Certification- Letter of Good Standing

The Bidder must have an account in good standing with the applicable provincial or territorial Workers' Compensation Board.

The Bidder must provide, within two (2) days following a request from the Contracting Authority, a certificate or letter from the applicable Workers' Compensation Board confirming the Bidder's good standing account. Failure to comply with the request may result in the bid being declared non-responsive.

PART 6 - INSURANCE REQUIREMENTS

6.1 Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex C.

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

7.1.1 The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

7.2 Security Requirements

7.2.1 There is no security requirement applicable to the Standing Offer.

7.3 Standard Clauses and Conditions

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

7.3.1 General Conditions

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

7.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex E entitled "Reporting Requirements". If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data must be submitted on a *quarterly basis* to the Standing Offer Authority. The quarterly reporting periods are defined as follows:

- first quarter: April 1 to June 30
- second quarter: July 1 to September 30
- third quarter: October 1 to December 31
- fourth quarter: January 1 to March 31

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

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CCC No./N° CCC - FMS No./N° VME
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7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is two years from the date of the Standing Offer award date.

7.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional 1 year period 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 5 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified in the Call Up Against the Standing Offer.

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Isabelle MacDonald
Title: Supply Specialist
Public Service and Procurement Canada
Acquisitions Branch, Marine Procurement
Address: 1713 Bedford Row, Halifax, NS B3J 1T3

Telephone: 902- 403-9839
Facsimile: (902) 496-5016
E-mail address: Isabelle.macdonald@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.

7.5.2 Technical Authority

The Technical Authority for the Standing Offer is identified in the individual Call Ups against the Standing Offer.

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

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-

of the Work under the resulting Contract. Although technical matters may be discussed with the Technical Authority, they have no authority to authorize changes to the scope of work. Changes to the scope of work can only be made through a contract amendment issued by the Contracting Authority.

7.5.3 Procurement Authority

The Procurement Authority is identified in the individual Call Up against the Standing Offer.

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the call-up against the Standing Offer. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the call-up against the Standing Offer. The Contractor may discuss administrative matters identified in the call-up against 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 standing offer amendment issued by the Standing Offer Authority.

7.5.4 Offeror's Representative

TO BE COMPLETED BY BIDDER

Name: _____
Title: _____
Address: _____
Telephone: _____
Facsimile: _____
E-mail address: _____

7.6 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 the Statement of Work 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.

7.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is The Department of Fisheries and Oceans Canada, as represented by:

Canadian Coast Guard, Integrated Technical Services &
Marine Engineering

DFO users may, at the discretion of the Standing Offer Authority, use this this Standing Offer but they must contact the SO Authority prior to issuing a Call-Up.

7.8 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

Or

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.

7.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ 40,000 (Applicable Taxes included).

7.10 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 1 month before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

7.11 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 supplemental general conditions 1029 (2010-08-16) *Ship Repairs*;
- e) the supplemental general conditions 4007 (2010-08-16) *Canada to Own Intellectual Property Rights in Foreground Information*;
- f) the general conditions 2030 (2016-04-04) General Conditions - Higher Complexity - Goods;
- g) the general conditions 2010C (2018-06-21) General conditions: Services (medium complexity)
- h) Annex A, Statement of Work
- i) Annex B, Basis of Payment;
- j) Annex C, Insurance Requirements;

k) the Offeror's offer dated _____.

7.12 Certifications and Additional Information

7.12.1 Compliance

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

7.12.2 SACC Manual Clauses

A0290C (2008-05-12) Hazardous Waste – Vessels
A9041C (2008-05-12) Salvage
A9068C (2010-01-11) Government Site Regulations
B1501C (2006-06-16) Electrical Equipment
B7500C (2006-06-16) Excess Goods
D3015C (2014-09-25) Dangerous Goods/Hazardous Products – Labelling and Packaging Compliance

7.13 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 **Nova Scotia**.

7.14 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.

7.15 Estimates for Work Scope of Call ups

Where an estimate of the cost of performing specific work is required, the Identified User will provide the Offeror with a statement of the work required and the Offeror must provide the Identified User with an estimate of the cost of performing the specified work in accordance with the pricing provision of the Standing Offer. The Offeror must not undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User.

7.16 Periodic Usage Reports

The Offeror must compile and maintain records on its provision of goods and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in **Annex "E"** entitled "Reporting requirements". If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

- first quarter: April 1 to June 30
- second quarter: July 1 to September 30
- third quarter: October 1 to December 31
- fourth quarter: January 1 to March 31

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

7.17 Condition of Material

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the call up date.

7.18 Status of Availability of Resources - Offer

The Offeror certifies that, should it be issued a standing offer as a result of the Request for Standing Offer, every individual proposed in its offer will be available to perform the Work resulting from a call-up against the Standing Offer as required by Canada's representatives and at the time specified in a call-up or agreed to with Canada's representatives. If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror has proposed any individual who is not an employee of the Offeror, the Offeror certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Offeror must, upon request from the Standing Offer Authority, provide a written confirmation, signed by the individual, of the permission given to the Offeror and of his/her availability. Failure to comply with the request may result in the offer being declared non-responsive.

B. RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

2030 (2018-06-21), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

Section 19 Interest on Overdue Accounts, of 2030 (2018-06-21), General Conditions - Higher Complexity - Goods will not apply to payments made by credit cards.

2010C (2018-06-21) General conditions: Services (medium complexity)

7.2.2 Supplemental General Conditions

1029 (2018-12-06), Ship Repairs, apply to and form part of the Contract.

7.3 Term of Contract

7.3.1 Period of the Contract

The period for making call-ups against the Standing Offer is from the date of issue for a period of two years.

7.3.2 Extension of Standing Offer

If the Standing Offer(s) is authorized for use beyond the initial period, the Offerors offers to extend its offer for one additional year period 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(s) will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.3.3 Delivery Date

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

7.4 Payment

7.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price as specified in Annex B. Customs duties are included and Applicable Taxes are extra.

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

7.4.2 Single Payment

H1000C (2008-05-12) Single Payment

7.4.3 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);

7.5 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of time sheets, signed by the relevant client representative, to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;

Invoices must be distributed in accordance with the call up against the Standing Offer.

7.6 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex C. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

ANNEX "A"

STATEMENT OF WORK

PART 1: SCOPE:

The intent of this Statement of Work is for Contractor to provide technical services for the install and repair of Marine Electrical Systems, as it relates to troubleshooting and repairs. The service to include the supply of parts deemed necessary to update or modify, in response to a repair, systems fitted onboard various Canadian Coast Guard Vessels in the Atlantic Region.

Contractor must provide services of supplying labour, parts, material and equipment necessary to install, maintain, troubleshoot, renew and repair Marine Electrical Systems on various Federal Government vessels in the Atlantic Region on an "urgent" and "as is and when requested" basis.

Contractor must be capable of providing the service requested within four (4) hours for urgent requirements and within twelve (12) hours for normal requirements, upon receipt of the call-up. Urgent can be described as protecting the vessel from danger related to taking on water, where services are required to keep and/or get systems up and running to prevent the vessel and/or crew from possible danger.

The Canadian Coast Guard operates within the International Safety Management Code (ISM). Contractor is responsible to ensure that all work is carried out in accordance with the DFO/CCG Fleet Safety Manual.

Contractor must ensure all work where applicable penetrations and connections are required, conform to regulatory requirements for installation of cabling and wire ways.

Contractor must use the most noble metal available for installations in areas that will result in connection of a dissimilar metal. Prior to work commencing, Contractor to provide a work plan including detailed list of materials to the CGTA for approval. Final connection(s) must prove adequate for long term installation in harsh environments.

PART 2: TECHNICAL DESCRIPTION:

2.1 GENERAL

Prior to commencing any work, Contractor must tag and lock out each system being worked on as a minimum, per the DFO/5737 Fleet Safety Manual, 7.B.5 - LOCKOUT AND TAGOUT. Contractor must install /remove locks and tags accordingly during the scope of work. CGTA will assist Contractor in identifying the locations to perform the lock outs, but will not perform the actual lock out. Contractor must supply and install their own locking devices and retain all keys during the scope of this work. Upon completion of all work CGTA must be in attendance when all locks/tags are removed.

Contractor to provide services of labour, parts, material and equipment for the following, but not limited to any individual item;

2.1.1 CABLE TRANSIT INSPECTION

- 2.1.1.1 Inspect transits to Transport Canada Marine Safety and Security, Classification Society and manufacturers requirements to prove their acceptance or non-compliance. Contractor to tag and label each location inspected – include

inspection date and sequential location numbering on tags. Contractor to provide a detailed report (including pictures) for all results – one type written copy and one electronic copy in pdf format.

2.1.2 CABLE TRANSIT TESTING/INSTALLATION/REPAIRS/RENEWALS

- 2.1.2.1 Contractor to provide services to test Cable Transit installations to prove they meet manufacturer requirements and provide a detailed report with pictures for their findings. All locations tested must be identified and labelled clearly.
- 2.1.2.2 Make non-hotwork related repairs to existing Transit systems, including but not limited to the removal of materials and cables, removal and termination of cables, installation of new TCMSS or Class approved parts/materials (i.e. Firestop, Rise/Nofirno, Roxtec, bst, etc.) to manufacturer's requirements based on the regulatory requirements for the area being worked on.
- 2.1.2.3 Supply marine approved cable transits to meet TCMSS regulatory requirements and/or applicable Classification Society requirements for the area of installation and as per manufacturer's recommendation. All installation hot-work will be separately contracted and coordinated for the scope of work in place.

2.1.3 INSULATION TESTING

- 2.1.3.1 Perform insulation testing (megger reading) as per Coast Guard Technical Authority (CGTA) or their designated representative's requirements and provide a detailed reports for all results – one type written copy and one electronic copy in pdf format.

2.1.4 GENERAL TROUBLE SHOOTING

- 2.1.4.1 Contractor to provide services to trace issues related to electrical grounds, non-functioning / malfunctioning equipment or systems.
- 2.1.4.2 Contractor to provide CGTA with a description of each repair requirement(s) as a result of their findings and seek CGTA approval prior to making any repairs.

2.1.5 MOTOR CONTROL AND RELAY LOGIC

- 2.1.5.1 Contractor to provide services to troubleshoot, repair, and renew, where applicable, legacy motor control and relay logic cabinets within multiple manufacturer Motor Control Centers as well as stand-alone motor starter cabinets.
- 2.1.5.2 Contractor to provide CGTA with a description / cost for all parts required to complete corrective actions as a result of their findings and seek CGTA approval prior to ordering / purchasing the part(s).

2.1.6 MOTOR, GENERATOR, AND TRANSFORMER TESTING AND REPAIR

2.1.6.1 Contractor to provide services to test, clean, and inspect synchronous and asynchronous motors and generators.

2.1.6.2 Contractor to provide services to test, clean, and inspect vessel transformers.

2.1.6.3 Contractor to provide services for minor in-situ repairs for Motor, Generator, and Transformers including brushless exciters and permanent magnet exciters.

2.1.7 PARTS

2.1.7.1 Contractor to supply and install parts related to repair services or corrective actions required due to inspection services.

2.1.7.2 Contractor to provide CGTA with a description / cost for all parts required to complete corrective actions as a result of their findings and seek CGTA approval prior to ordering / purchasing the part(s).

2.1.8 ELECTRICAL INFRARED THERMOGRAPHY INSPECTIONS

2.1.8.1 Contractor to provide proof of certification to perform such work.

2.1.8.2 Contractor to provide this service to potentially detect equipment failure through measuring temperatures at specific component locations within an electrical distribution system.

2.1.8.3 Contractor to provide as many points as possible for interpretation, all temperatures to be displayed on high quality pictorial thermoscan image.

2.1.8.4 Contractor to provide a detailed report (including pictures) for all results and interpretations – one type written copy and one electronic copy in pdf format.

2.1.9 CABLE (ELECTRICAL WIRING) REMOVALS AND INSTALLATION

2.1.9.1 Contractor to remove cable runs as identified by the CGTA and terminate connects as directed by the CGTA. Terminations to meet regulatory requirements.

2.1.9.2 Contractor to supply services for new wire installations, in some cases the wire will be provided by CGTA, but it may be requested for Contractor to supply depending on vessel location and availability of supply.

2.1.9.3 Supply and install marine approved non-welded kick pipes / penetrations to meet TCMSS regulatory requirements and/or applicable Classification Society requirements for the area of installation and to the manufacturer's recommendation.

2.1.10 OUTER DECKS AND HELICOPTER HANGER

- 2.1.10.1 Contractor to provide services to investigate, repair and renew, if applicable, electrical services located on the vessel outer decks and helicopter hanger.
- 2.1.10.2 The scope of work will include sealed bulkhead penetrations or kick pipes (non-hotwork related), cabling, wire ways with fasteners, and final devices.
- 2.1.10.3 The identification of materials is of utmost important with this work. The most noble metal connections available must be selected for these installations. Prior to any work commencing, a detailed work plan including Bill of Materials must be presented to the CGTA and proved adequate for long term installation in harsh environments.
- 2.1.10.4 All materials and equipment used within the Helicopter Hanger must be certified for Class1 Division 2 areas.

2.1.11 VESSEL SPECIFIC DRAWING AND MANUALS SUPPORT – ELECTRICAL

- 2.1.11.1 Contractor to provide services to investigate, trace, and update vessel electrical drawings and support manuals.
- 2.1.11.2 Contractor to mark all changes (red line) on each relevant drawing provided.
- 2.1.11.3 Electrical drawings and Manuals support will include circuit diagrams, wire diagrams, cable and interconnection diagrams, deck plan wire ways, Equipment Seating, and Machinery Arrangements or General Arrangements.
- 2.1.11.4 Contractor must provide all available updated drawings or Manuals.
- 2.1.11.5 For any drawing or Manual that have been updated by Contractor, Contractor to work with the Chief Engineer or their designate to physically identify outdated drawings in various locations on the vessel and ensure all current revisions are in place. All outdated information must be given to the CGTA for disposal.
- 2.1.11.6 Contractor must provide unlocked CAD drawings for new installations, where applicable.
- 2.1.11.7 All new drawings produced or modified are considered the intellectual property of the Canadian Coast Guard.

2.1.12 EQUIPMENT ELECTRICAL DISCONNECTION, RECONNECTION OR NEW INSTALLATIONS

- 2.1.12.1 Contractor to supply services for disconnection of electrical connection related to original equipment removal.

2.1.12.2 Contractor to supply services for reconnection of original equipment or in conjunction with new equipment installations.

2.1.12.3 Contractor to supply and install new connection where require for existing equipment or new installations. Connection to include, but not limited to cabling, connector, junction boxes, panels, conduit, switched, receptacles, circuits and breakers.

2.1.12.4 Supply and install marine approved penetrations to meet TCMSS regulatory requirements and/or applicable Classification Society requirements for the area of installation and to the manufacturer's recommendation.

2.2 LOCATION

2.2.1 Various locations aboard Atlantic Region Government Vessels

Atlantic Region North and Atlantic Region South includes the following Provinces;

Atlantic Region - South

2.2.1.1 Newfoundland and Labrador

Atlantic Region - North

2.2.1.2 Nova Scotia

2.2.1.3 Prince Edward Island

2.2.1.4 New Brunswick

2.2.2 Service areas will be broken up into 5 zones;

2.2.2.1 Zone 1 - Eastern Newfoundland

Burin , NL
Argentia, NL
St. John's, NL
Old Perlican, NL
Bonavista, NL
Carmanville, NL
Botwood, NL
Lewisporte, NL
Twillingate, NL

2.2.2.2 Zone 2 - Western Newfoundland

Burgeo, NL
Port aux Basques, NL
Stephenville, NL
Corner Brook, NL
Springdale, NL

St. Anthony, NL

2.2.2.3 Zone 3 – Nova Scotia and Prince Edward Island

Westport, NS
Digby, NS
Yarmouth, NS
Clarks Harbour, NS
Halifax/Dartmouth, NS:
Sambro, NS
Bickerton, NS:
Sheet Harbour, NS
Pictou, NS
Port Hawkesbury, NS
Port Hood, NS
Louisburg, NS
Sydney, NS
Chéticamp, NS

2.2.2.4 Zone 4 – New Brunswick & PEI

Saint John NB
St. Andrews, NB
Grand Manan, NB
Shippagan, NB
Summerside, PEI
Alberton, PEI
Charlottetown PEI
Souris, PEI

2.3 INTERFERENCES

- 2.3.1 Contractor is responsible for the identification of any interference items, their temporary removal as approved by CGTA, storage and refitting to the vessel.
- 2.3.2 Contractor is responsible for protecting surrounding area and equipment while carrying out their work.
- 2.3.3 Any items that are not removed and subsequently damaged as well any damages incurred during the removal / installation process must be repaired at Contractor's expense.

PART 3: REFERENCES:

3.1 GUIDANCE DRAWINGS/NAMEPLATE DATA

- 3.1.1 Copy of the original drawing will be made available to Contractor.

- 3.1.2 Copy of the Canadian Coast Guard Fleet Safety Manual (DFO 5737) will be made available to Contractor.
- 3.1.3 Copy of the Canadian Coast Guard ISM Lock Out/Tag Out Procedures will be made available to Contractor.

3.2 STANDARDS AND REGULATIONS

- 3.2.1 Contractor and their subcontractors must agree to conduct all work within the legislative requirements of the Canada Labour Code - Part 2, and its regulation, as well as any other relevant legislation and codes such as the Provincial Health & Safety Act, the Canadian Electrical Code and the National Building Code
- 3.2.2 TP 127, Transport Canada Marine Safety – Ship Electrical Standards
<https://www.tc.gc.ca/media/documents/marinesafety/tp127e.pdf>
- 3.2.3 IEEE STD 45 – 1998 Recommended Practice for Shipboard Electrical Installations
- 3.2.4 Applicable Classification Society requirements (i.e. ABS)
- 3.2.5 70-000-000-EU-JA-001 Specification for the Installation of Shipboard Electronic Equipment

3.3 OWNER FURNISHED EQUIPMENT

- 3.3.1 All CGTA supplied materials will be identified to Contractor prior to start of work, otherwise Contractor to inform CGTA for any material they will supply prior to purchasing and installing on the vessel.

PART 4: PROOF OF PERFORMANCE:

4.1 INSPECTION

- 4.1.1 All work to be to the satisfaction of the CGTA, TCMSS and applicable Classification Society (as identified by the CGTA). Contractor to provide CGTA, TCMSS and applicable Classification Society an opportunity to inspect the installation and final completion of work prior to acceptance.

4.2 TESTING

- 4.2.1 Upon completion of all work Contractor must functionally test systems installed or repaired in the presence of CGTA. Final acceptance will base on the system performing to the requirements outlined by the CGTA prior to start of work.

4.3 CERTIFICATION

- 4.3.1 Contractor to provide pertinent certification for installations as required for system registration or activation.
- 4.3.2 Contractor to provide TCMSS Type Approval certification or Classification Society certification as identified by the CGTA for all materials / parts being installed.

PART 5: DELIVERABLES:

5.1 REPORTS, DRAWINGS, AND MANUALS

Solicitation No. - N° de l'invitation
F5561-180368/A
Client Ref. No. - N° de réf. du client
F5561-18-0368

Amd. No. - N° de la modif.
-
File No. - N° du dossier
HAL-8-81175

Buyer ID - Id de l'acheteur
HAL203
CCC No./N° CCC - FMS No./N° VME
-

5.1.1 Contractor to provide a detailed report on all work performed in a type written copy and one electronic copy in PDF format. At a minimum the report must include a list of model number(s), part number(s) and serial number(s) of all parts installed, pictures where applicable and any recommendation for the systems worked on.

5.1.2 Contractor must provide applicable manuals, in electronic PDF format, for all new parts / equipment installed.

5.2 SPARES

5.2.1 Contractor to provide a list of critical spares for systems worked on where applicable.

ANNEX "B"

BASIS OF PAYMENT

Note: this section is not to be completed at the time of the bid. The Standing Offer Authority will complete this pricing schedule and include in the resulting Standing offer.

During the period of Contract, for Work performed in accordance with the contract, the Contractor will be paid as specified below:

1.0 Working Hours

The normal working hours per day for the Contractors employees shall be deemed to be eight (8) hours of any day during which they are actually engaged in the performance of the Services between 07:00 hrs and 17:00 hrs.

2.0 Professional fees

The Contractor will be paid firm hourly rates and fixed rates as follows:

Service Labor Rates (Regular & OT)			
During Regular Working Hours (Monday through Friday)			
Trade	Hourly Rates		
	Initial year	Year 2	Optional Year 3
Marine Electrician			
labourer (if required)			
Outside Regular Working Hours (Monday through Friday, & Saturday)			
Trade	Hourly Rates		
	Initial year	Year 2	Optional Year 3
Marine Electrician			
labourer (if required)			

2.1 Travel & Living Expenses

There will be no travel time or travel and living expenses for services rendered within a radius of 20 kilometers from the Contractors closest worksite. For services rendered outside a 20 kilometer radius from Contractors closest place of work, the contractor will be paid for travel time in accordance with the distances and travel timelines as specified in Annex" F" of the bid solicitation document and reproduced in section 2.2 below

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices

Solicitation No. - N° de l'invitation
F5561-180368/A
Client Ref. No. - N° de réf. du client
F5561-18-0368

Amd. No. - N° de la modif.
-
File No. - N° du dossier
HAL-8-81175

Buyer ID - Id de l'acheteur
HAL203
CCC No./N° CCC - FMS No./N° VME
-

B, C and D of the National Joint Council Travel Directive and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

<https://www.njc-cnm.gc.ca/directive/d10/v238/s658/en>

All travel must have the prior authorization of the Project Authority for the Call up Against Standing Offer.

2.2 Travel Time & Mileage Charges

Travel Time & Mileage charges applicable outside a radius of 20 KM from the service center of the Contractor:

Note: Travel Times & Distances populated here are the same as those reported/quoted within Appendix F of the bid solicitation. At time of Standing Offer award, KM distances and travel times will be inserted into this Annex and therein used to determine travel & distance compensation for call-outs against the standing offer. The format shall be as per below:

Travel Distances & Times			
Calculation area for google maps travel distance in KM			
Address of closest mobile repair unit	Worksite	One way KM from bidder nearest service center to worksite	One way hours from bidder nearest service center to worksite

Kilometric Rate - Mobile Repair Unit
Mileage will be reimbursed based on current Mileage rates from the National Joint Council Travel Directive (Appendix B) applicable to the relevant province. Rates will be the rates applicable at time of call-up against the standing offer https://www.njc-cnm.gc.ca/directive/d10/v238/s658/en

4. Materials & Replacement Parts

The Contractor will be paid the net laid-down cost of materials and replacement parts to which will be added a mark-up from the applicable rate table below, plus applicable taxes. Invoice support will be provided for verification.

Material & Equipment Mark-up Rate

Solicitation No. - N° de l'invitation
F5561-180368/A
Client Ref. No. - N° de réf. du client
F5561-18-0368

Amd. No. - N° de la modif.
-
File No. - N° du dossier
HAL-8-81175

Buyer ID - Id de l'acheteur
HAL203
CCC No./N° CCC - FMS No./N° VME
-

	Initial year	Year 2	Optional Year 3
Mark up % to invoice			

4. Ferry, Bridge or Alternate Mode of Transportation

The Contractor will be reimbursed for the authorized charges reasonably and properly incurred in the performance of the work, at cost, without provisions for administrative overhead or profit.

ANNEX "C"

INSURANCE REQUIREMENTS

C1 Ship Repairers' Liability Insurance

1. The Contractor must obtain Ship Repairers' Liability Insurance and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$10,000,000 per accident or occurrence and in the annual aggregate.
2. The Ship Repairers' Liability insurance must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
 - b. Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by the Department of Fisheries and Oceans and Public Works and Government Services Canada for any and all loss of or damage to the vessel, however caused.
 - c. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the contract, extend to assumed liabilities with respect to contractual provisions.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

G5001C (2018-06-21)

C2 Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

- f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- g. Employees and, if applicable, Volunteers must be included as Additional Insured.
- h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
- k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.
- n. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- o. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to

by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

G2001C (2018-06-21)

C3 Limitation of Contractor's Liability for Damages to Canada

1. This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees.
2. Whether the claim is based in contract, tort, or another cause of action, the Contractor's liability for all damages suffered by Canada caused by the Contractor's performance of or failure to perform the Contract is limited to \$10,000,000. This limitation of the Contractor's liability does not apply to:
 - a. any infringement of intellectual property rights; or
 - b. any breach of warranty obligations.
3. Each Party agrees that it is fully liable for any damages that it causes to any third party in connection with the Contract, regardless of whether the third party makes its claim against Canada or the Contractor. If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada for that amount.

N0001C (2008-05-12)

Solicitation No. - N° de l'invitation
F5561-180368/A
Client Ref. No. - N° de réf. du client
F5561-18-0368

Amd. No. - N° de la modif.
-
File No. - N° du dossier
HAL-8-81175

Buyer ID - Id de l'acheteur
HAL203
CCC No./N° CCC - FMS No./N° VME
-

ANNEX “D” to PART 3 OF THE REQUEST FOR STANDING OFFERS
ELECTRONIC PAYMENT INSTRUMENTS

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

- ☐ VISA Acquisition Card;
- ☐ MasterCard Acquisition Card;
- ☐ Direct Deposit (Domestic and International);

Solicitation No. - N° de l'invitation
F5561-180368/A
Client Ref. No. - N° de réf. du client
F5561-18-0368

Amd. No. - N° de la modif.
-
File No. - N° du dossier
HAL-8-81175

Buyer ID - Id de l'acheteur
HAL203
CCC No./N° CCC - FMS No./N° VME
-

ANNEX "E"

REPORTING REQUIREMENTS

Instructions for submitting Standing Offer usage data:

Please email the information to the Standing Offer Authority- Quentin.Crocker@tpsgc-pwgsc.gc.ca

The Standing Offer number must be stated in the subject line of the email and clearly indicate:

- The Standing Offer number for which the data is submitted
- The period for which the data has been accumulated
- The start date & end date for the standing offer;
- A list, in Microsoft excel format, of all of the call ups initiated against the Standing offer during the reporting period in the format below:

Standing Offer #:		Start Date of SO				End Date of SO		
Total Value to Date Including HST (\$)	Total Value for Reporting Period Including HST (\$)	Start Reporting Period				End Reporting Period		
Dept	Purchase Order #	Description (including vessel)	Requesting Vessel Maintenance Manager	Date of Order	Date of Delivery	Value of Services	Value of Parts	Value of Order (no HST)

ANNEX "F"

Financial Bid Evaluation

Part A. Atlantic North Region (Zone 1)

Note: This section is to be completed by bidders wishing to perform work within the Territory indicated as Atlantic North (Zone 1) which is inclusive of the following Canadian Coast Guard/DFO sites in

Newfoundland:

Burin, Argentia, St. John's, Old Perlican, Bonavista, Carmanville, Botwood, Lewisporte, & Twillingate.

A Microsoft Excel version is available in a fillable format for suppliers wishing to submit their bid in that format.

Part B. Atlantic North Region (Zone 2)

Note: This section is to be completed by bidders wishing to perform work within the Territory indicated as Atlantic North (Zone 2) which is inclusive of the following Canadian Coast Guard/DFO sites in

Newfoundland:

Burgeo, Port aux Basques, Stephenville, Corner Brook, Springdale & St. Anthony

A Microsoft Excel version is available in a fillable format for suppliers wishing to submit their bid in that format.

Part C. Atlantic South Region (Zone 3)

Note: This section is to be completed by bidders wishing to perform work within the Territory indicated as Atlantic South (Zone 3) which is inclusive of the following Canadian Coast Guard/DFO sites in Nova

Scotia:

Westport, Digby, Yarmouth, Clarks Harbour, Halifax/Dartmouth, Sambro, Bickerton, Sheet Harbour, Pictou, Port Hawkesbury, Port Hood, Louisburg, Sydney, & Cheticamp.

A Microsoft Excel version is available in a fillable format for suppliers wishing to submit their bid in that format.

Part D. Atlantic South Region (Zone 4)

Note: This section is to be completed by bidders wishing to perform work within the Territory indicated as Atlantic South (Zone 4) which is inclusive of the following Canadian Coast Guard/DFO sites in New

Brunswick & Prince Edward Island:

NB: Saint John, St. Andrews, Grand Manan, & Shippagan

PEI: Summerside, Alberton, Charlottetown, & Souris

****Please email Isabelle MacDonald at Isabelle.macdonald@pwgsc.gc.ca to receive a copy of the Financial Bid Evaluation Sheets in Excel format.****

Evaluation Calculation for Atlantic North Bidders

ZONE 1

Note: For the purpose of this exercise

Cell color = Contractor to Complete
Cell color = represent estimates only
Cell color = figure included in financial evaluation of bid

Table 1 - Material & Equipment Markup (Estimated Material Spend)					
A	B	C	D	E	
% Markup on equipment invoice - 0% - 10% max	Year 1	Year 2	Optional Year 3	Evaluation Calculation S*(T+U+V)	
	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ -	

1

Table 2 - Service Labor (regular & OT)						
During Regular Working Hours (Monday through Friday)						
Trade	Hourly Rates			Evaluation Calculation		
	A	B	C	D	E	F
	Year 1	Year 2	Optional Year 3	subtotal (A+B+C)/3	Estimated Hours	Subtotal (D*E)
Marine Electrician				0.00	2500	\$ -
labourer				0.00	625	\$ -
					subtotal	\$ -
						2
Outside Regular Working Hours (Monday through Friday, & Saturday)						
Trade	Hourly Rates			Evaluation Calculation		
	G	H	I	J	K	L

	Year 1	Year 2	Optional Year 3	subtotal (G+H+I)/3	Estimated Hours	Subtotal (J*K)
Marine Electrician				0.00	250	\$ -
labourer				0.00	75	\$ -
				subtotal		\$ - 3

Table 3: Travel Distances & Times				
Calculation area for google maps travel distance in KM				
M	N	O	P	
Address of closest mobile repair unit (with postal code)	Worksite	<u>One way</u> KM from bidder nearest service center to worksite	<u>One way</u> hours from bidder nearest service center to worksite	
	<u>Burin, NL</u> 22 Seaview Drive, Burin, NL A0E-1E0			
	<u>Argentina, NL</u> 1 Augusta Avenue, Argentina, NL A0B 1W0			
	<u>St. John's, NL</u> 280 Southside Road, St. John's, NL. A1C-5X1			
	<u>Old Perlican, NL</u> 101 Marine Drive, Old Perlican, NL AOA 3G0			
	<u>Bonavista, NL</u> Roper St, Bonavista, NL A0C 1B0			
	<u>Carmanville, NL</u> Harbour Authority, Carmanville, NL A0G 1N0			

	<u>Botwood, NL</u> 6 Lighthouse Rd, Botwood, NL A0H 1E0		
	<u>Lewisporte, NL</u> 152 main street, Lewisporte, NL A0G 3A0		
	<u>Twillingate, NL</u> 135 Main Street, Twillingate, NL A0G 4M0		

Table 4: Mobile Repair Unit - Travel Time Costs											
			Hourly Rates				Evaluation Calculation				
Q	R	S	T	U	V	W	X	Y			
Travel Hours from Bidders nearest service site to worksite	Return hours (do not complete-autofill)		Regular Hourly rates Year 1	Regular Hourly Rates Year 2	Regular Hourly rates Optional Year 3	Average hourly rate (T+U+V)/3	# trips estimate				
		Trade								Subtotal (R*W*X)	
		Burin , NL		Marine				0	4	\$	-
			0	Electrician							
	labourer					0	4	\$	-		
Argentia, NL	0	Marine					0	4	\$	-	
		Electrician									
		labourer					0	4	\$	-	
St. John's, NL	0	Marine									
		Electrician					0	12	\$	-	
		labourer					0	12	\$	-	
Old Perlican, NL	0	Marine									
		Electrician					0	2	\$	-	
		labourer					0	2	\$	-	
Bonavista, NL	0	Marine									
		Electrician					0	2	\$	-	
		labourer					0	2	\$	-	

Carmenville, NL	0	Marine Electrician							0	6	\$	-
		labourer							0	6	\$	-
Botwood, NL		Marine Electrician							0	2	\$	-
	0	labourer							0	2	\$	-
Lewisporte, NL		Marine Electrician							0	2	\$	-
	0	labourer							0	2	\$	-
Twillingate, NL		Marine Electrician							0	2	\$	-
	8	labourer							0	2	\$	-
note: 3 h 30 min = 3.5 hrs, 3h 18 min = 3.3 hrs, 3 hrs 14 min = 3.23 hrs, 3H 02 min = 3.03 (
hrs + $\frac{Xmin}{60}$)												
								subtotal				
								\$				
								4				

Table 5: Mobile Repair Unit - Mileage Charges											
Note: For evaluation purposes, current Mileage rates from the National Joint Council Travel Directive (Appendix B) applicable to relevant province have been utilized. https://www.njc-cnm.gc.ca/directive/d10/v238/s658/en											
		Kilometric Rate			Evaluation Calculation						
	O	Z	AA	AB	AC	AD	AE	AF			

Evaluation Calculation for Atlantic North Bidders

Zone 2

Note: For the purpose of this exercise

Cell color = Contractor to Complete
Cell color = represent estimates only
Cell color = figure included in financial evaluation of bid

Table 1 - Material & Equipment Markup (Estimated Material Spend)					
A	B	C	D	E	
% Markup on equipment invoice - 0% - 10% max	Year 1	Year 2	Optional Year 3	Evaluation Calculation S*(T+U+V)	
	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ -	1

Table 2 - Service Labor (regular & OT)							
During Regular Working Hours (Monday through Friday)							
Trade	Hourly Rates			Evaluation Calculation			
	A	B	C	D	E	F	
	Year 1	Year 2	Optional Year 3	subtotal (A+B+C)/3	Estimated Hours	Subtotal (D*E)	
Marine Electrician				0.00	2500	\$ -	
labourer				0.00	625	\$ -	
					subtotal	\$ -	2
Outside Regular Working Hours (Monday through Friday, & Saturday)							
Trade	Hourly Rates			Evaluation Calculation			
	G	H	I	J	K	L	

	Year 1	Year 2	Optional Year	subtotal (G+H+I)/3	Estimated Hours	Subtotal (J*K)
Marine Electrician			3	0.00	250	\$ -
labourer				0.00	75	\$ -
				subtotal		\$ -
						3

Table 3: Travel Distances & Times					
Calculation area for google maps travel distance in KM					
M	N		O		P
Address of closest mobile repair unit (with postal code)	Worksite		One way KM from bidder nearest service center to worksite		One way hours from bidder nearest service center to worksite
	<u>Burgeo, NL</u> 107 Reach Rd., Burgeo, NL A0N-2H0				
	<u>Port aux Basques, NL</u> Trans-Canada Hwy, Channel-Port aux Basques, NL A0M 1C0				
	<u>Stephenville, NL</u> 2 Harbour Dr, Stephenville, NL A2N 2Y9				
	<u>Corner Brook, NL</u> Port of Corner Brook, 61 Riverside Drive A2H 6T2				
	<u>Springdale, NL</u> 65 bayview rd, Springdale, NL A0J 1T0				
	<u>St. Anthony, NL</u> 72 West St., St. Anthony NL A0K4S0				

<p><u>note: 3 h 30 min = 3.5 hrs, 3h 18 min = 3.3 hrs, 3 hrs 14 min = 3.23 hrs, 3H 02 min = 3.03 (hrs + Xmin / 60)</u></p>	
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Table 4: Mobile Repair Unit - Travel Time Costs									
Q	R	S	Hourly Rates			Evaluation Calculation			
			T	U	V	W	X	Y	
Travel Hours from Bidders nearest service site to worksite	Return hours (do not complete-autofill)	Trade	Regular Hourly rates Year 1	Regular Hourly Rates Year 2	Regular Hourly rates Optional Year 3	Average hourly rate (T+U+V)/3	# trips estimate	Subtotal (R*W*X)	
Burgeo, NL		Marine Electrician				0	4	\$ -	-
	0	labourer				0	4	\$ -	-
Port aux Basques, NL		Marine Electrician				0	6	\$ -	-
	0	labourer				0	6	\$ -	-
Stephenville, NL		Marine Electrician				0	4	\$ -	-
	0	labourer				0	4	\$ -	-
Corner Brook, NL		Marine Electrician				0	6	\$ -	-
	0	labourer				0	6	\$ -	-
Springdale, NL		Marine Electrician				0	2	\$ -	-
	0	labourer				0	2	\$ -	-
St. Anthony, NL		Marine Electrician				0	2	\$ -	-
	0	labourer				0	2	\$ -	-

note: 3 h 30 min = 3.5 hrs, 3h 18 min = 3.3 hrs, 3 hrs 14 min = 3.23 hrs, 3H 02 min = 3.03 <div> <div>(hrs</div> <div>+ Xmin / 60)</div> </div>				<div>subtotal</div> <div>\$ -</div>	4
--	--	--	--	-------------------------------------	---

Table 5: Mobile Repair Unit - Mileage Charges

Note: For evaluation purposes, current Mileage rates from the National Joint Council Travel Directive (Appendix B) applicable to relevant province have been utilized. Standing Offer rates will be the rates applicable at time of call-up against the standing offer
<https://www.njc-cnm.gc.ca/directive/d10/v238/s658/en>

		Kilometric Rate				Evaluation Calculation			
	O	Z	AA	AB	AC	AD	AE	AF	
	from Bidders nearest service site to worksite -	Round Trip KM's (O*2)	KM rate Year 1 (2019)	KM rate Year 2 (2020)	KM rate Optional Year 3 (2021)	Average KM rate (AA+AB+AC)/3	Estimated # of Trips		
Worksite									
Burgeo, NL	0	0	0.56	0.56	0.56	0.56	4	0	
Port aux Basques, NL	0	0	0.56	0.56	0.56	0.56	6	0	
Stephenville, NL	0	0	0.56	0.56	0.56	0.56	4	0	
Corner Brook, NL	0	0	0.56	0.56	0.56	0.56	6	0	
Springdale, NL	0	0	0.56	0.56	0.56	0.56	2	0	
St. Anthony, NL	0	0	0.56	0.56	0.56	0.56	2	0	
							subtotal	\$ -	5

Financial Evaluation Results: Total Evaluated Price =	
Material & Equipment Markup	\$ -
Estimated Service labor costs (Regular)	\$ -
Estimated Service labor costs (OT)	\$ -

Estimated Travel Time Costs	\$	-
Estimated Kilometric Rate costs	\$	-
Evaluted price	\$	-

Worksite	One Way KM from Bidders nearest service site to worksite - populated from Table. 3 above)	Round Trip KM's (O*2)	KM rate Year 1 (2019)	KM rate Year 2 (2020)	KM rate Optional Year 3 (2021)	Average KM rate (AA+AB+AC)/3	# of Trips	Subtotal Z*AD*AE
Burin , NL	0	0	0.56	0.56	0.56	0.56	4	0
Argentia, NL	0	0	0.56	0.56	0.56	0.56	4	0
St. John's, NL	0	0	0.56	0.56	0.56	0.56	12	0
Old Perlican, NL	0	0	0.56	0.56	0.56	0.56	2	0
Bonavista, NL	0	0	0.56	0.56	0.56	0.56	2	0
Carmanville, NL	0	0	0.56	0.56	0.56	0.56	6	0
Botwood, NL	0	0	0.56	0.56	0.56	0.56	2	0
Lewisporte, NL	0	0	0.56	0.56	0.56	0.56	2	0
Twillingate, NL	0	0	0.56	0.56	0.56	0.56	2	0
Subtotal								\$ -
								5

Financial Evaluation Results: Total Evaluated Price =	
Material & Equipment Markup	\$ -
Estimated Service labor costs (Regular)	\$ -
Estimated Service labor costs (OT)	\$ -
Estimated Travel Time Costs	\$ -
Estimated Kilometric Rate costs	\$ -
Evaluated price	\$ -

Evaluation Calculation for Atlantic South Bidders

ZONE 3

Note: For the purpose of this exercise

Cell color = Bidder to Complete
Cell color = represent estimates only
Cell color = figure included in financial evaluation of bid

Table 1 - Material & Equipment Markup(Estimated Material Spend)					
A	B	C	D	E	
% Markup on equipment invoice - 0% - 10% max	Year 1	Year 2	Optional Year 3	Evaluation Calculation S*(T+U+V)	
	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ -	1

Table 2 - Service Labor (regular & OT)					
During Regular Working Hours (Monday through Friday)					
Trade	Hourly Rates			Evaluation Calculation	
	A	B	C	D	F
	Year 1	Year 2	Optional Year 3	subtotal (A+B+C)/3	Estimated Hours Subtotal (D*E)
Marine Electrician				0.00	2500 \$
labourer				0.00	625 \$
				subtotal	\$ -
					2
Outside Regular Working Hours (Monday through Friday, & Saturday)					
Trade	Hourly Rates			Evaluation Calculation	

	G	H	I	J	K	L
	Year 1	Year 2	Optional Year 3	subtotal (G+H+I)/3	Estimated Hours	Subtotal (J*K)
Marine Electrician				0.00	250	\$ -
labourer				0.00	75	\$ -
					subtotal	\$ -
						3

Table 3: Travel Distances & Times				
Calculation area for google maps travel distance in KM				
M	N	O	P	
Address of closest mobile repair unit (with postal code)	Worksite	One way KM from bidder nearest service center to worksite	One way hours from bidder nearest service center to worksite	
	<u>Westport, NS</u> 831 Water St., Westport, NS B0V 1H0			
	<u>Digby, NS</u> 150 Water St., Digby, NS B0V 1A0			
	<u>Yarmouth, NS</u> 80 Water St, Yarmouth, NS B5A 1K9			
	<u>Clarks Harbour, NS</u> 93 Boundary St., Clark's Harbour, NS B0W 1P0			
	<u>Halifax/Dartmouth, NS:</u> Bedford Institute of Oceanography, 1 Challenger, Dartmouth, NS, B2Y4A2			
	<u>Sambro, NS</u> 8 Government Wharf Rd., Sambro NS B3V 1M7			

	<u>Bickerton, NS:</u> 82 East Side Bickerton Rd, Bickerton, NS, B0J 1A0		
	<u>Sheet Harbour, NS</u> 605 Marine Gateway Rd, Sheet Harbour NS B0J3B0		
	<u>Pictou, NS</u> 45 Depot St, Pictou, NS		
	<u>Port Hawkesbury, NS</u> 2 MacSween St, Port Hawkesbury, NS B9A 2H6		
	<u>Port Hood, NS</u> 119 Murphy's Pond Road, Port hood, NS B0E 2W0		
	<u>Louisburg, NS</u> 21 Lower Warren St, Louisbourg, NS B1C 1B5		
	<u>Sydney, NS</u> 60 Esplanade, Sydney, NS B1P 1A1		
	<u>Cheticamp, NS</u> 15461 Cabot Trail, Cheticamp, NS B0E 1H0		
note: 3 h 30 min = 3.5 hrs, 3h 18 min = 3.3 hrs, 3 hrs 14 min = 3.23 hrs, 3H 02 min = 3.03 (hrs + Xmin / 60)			

Table 4: Mobile Repair Unit - Travel Time Costs									
Q	R	S	Hourly Rates			Evaluation Calculation			
			T	U	V	W	X	Y	
Travel Hours from Bidders nearest service site to worksite	Return hours (do not complete- autofill)	Trade	Regular Hourly rates Year 1	Regular Hourly Rates Year 2	Regular Hourly rates Optional Year 3	Average hourly rate (T+U+V)/3	# trips estimate	Subtotal (R*W*X)	

Westport, NS		Marine Electrician					0	2	\$	-
	0	labourer					0	2	\$	-
Digby, NS		Marine Electrician					0	2	\$	-
	0	labourer					0	2	\$	-
Yarmouth, NS		Marine Electrician					0	2	\$	-
	0	labourer					0	2	\$	-
Clarks Harbour, NS		Marine Electrician					0	4	\$	-
	0	labourer					0	4	\$	-
Halifax/Dartmouth, NS:		Marine Electrician					0	12	\$	-
	0	labourer					0	12	\$	-
Sambro, NS		Marine Electrician					0	4	\$	-
	0	labourer					0	4	\$	-
Bickerton, NS:		Marine Electrician					0	2	\$	-
	0	labourer					0	2	\$	-
Sheet Harbour, NS		Marine Electrician					0	2	\$	-
	0	labourer					0	2	\$	-
Pictou, NS		Marine Electrician					0	2	\$	-
	0	labourer					0	2	\$	-
Port Hawkesbury, NS		Marine Electrician					0	2	\$	-
	0	labourer					0	2	\$	-
Port Hood, NS		Marine Electrician					0	2	\$	-
	0	labourer					0	2	\$	-

Louisburg, NS		Marine Electrician						0	4	\$	-
	0	labourer						0	4	\$	-
Sydney, NS		Marine Electrician						0	2	\$	-
	0	labourer						0	2	\$	-
Chéticamp, NS		Marine Electrician						0	2	\$	-
	0	labourer						0	2	\$	-
note: 3 h 30 min = 3.5 hrs, 3h 18 min = 3.3 hrs, 3 hrs 14 min = 3.23 hrs, 3H 02 min = 3.03 (hrs + Xmin / 60)											
									subtotal		
										\$	4

Table 5: Mobile Repair Unit - Mileage Charges

Note: For evaluation purposes, current Mileage rates from the National Joint Council Travel Directive (Appendix B) applicable to relevant province have been utilized.
 Standing Offer rates will be the rates applicable at time of call-up against the standing offer
<https://www.njc-cnm-gc.ca/directive/d10/v238/s658/en>

		Kilometric Rate				Evaluation Calculation			
	O	Z	AA	AB	AC	AD	AE	AF	
	One Way KM from Bidders nearest service site to worksite - populated from Fig. 3 above)								
		Round Trip KM's (O*2)	KM rate Year 1 (2019)	KM rate Year 2 (2020)	KM rate Optional Year 3 (2021)	Average KM rate (AA+AB+AC)/3	Estimated # of Trips	Travel Analysis (Z*AD*AE)	
Worksite									
Westport, NS	0	0	0.51	0.51	0.51	0.51	2	0	
Digby, NS	0	0	0.51	0.51	0.51	0.51	2	0	
Yarmouth, NS	0	0	0.51	0.51	0.51	0.51	2	0	
Clarks Harbour, NS	0	0	0.51	0.51	0.51	0.51	4	0	

Halifax/Dartmouth, NS:	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	12	0
Sambro, NS	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	4	0
Bickerton, NS:	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	2	0
Sheet Harbour, NS	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	2	0
Pictou, NS	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	2	0
Port Hawkesbury, NS	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	2	0
Port Hood, NS	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	2	0
Louisburg, NS	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	4	0
Sydney, NS	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	2	0
Cheticamp, NS	0	0	0	0.51	0.51	0.51	0.51	0.51	0.51	2	0
subtotal										\$	-
											5

Financial Evaluation Results: Total Evaluated Price =		
Material & Equipment Markup	\$	-
Estimated Service labor costs (Regular)	\$	-
Estimated Service labor costs (OT)	\$	-
Estimated Travel Time Costs	\$	-
Estimated Kilometric Rate costs	\$	-
Evaluated price	\$	-

Evaluation Calculation for Atlantic South Bidders

ZONE 4

Note: For the purpose of this exercise

Cell color = Bidder to Complete
Cell color = represent estimates only
Cell color = figure included in financial evaluation of bid

Table 1 - Material & Equipment Markup(Estimated Material Spend)					
A	B	C	D	E	
% Markup on equipment invoice - 0% - 10% max	Year 1	Year 2	Optional Year 3	Evaluation Calculation \$*(T+U+V)	
	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ -	1

Table 2 - Service Labor (regular & OT)					
During Regular Working Hours (Monday through Friday)					
Trade	Hourly Rates			Evaluation Calculation	
	A	B	C	D	F
	Year 1	Year 2	Optional Year 3	subtotal (A+B+C)/3	Estimated Hours Subtotal (D*E)
Marine Electrician				0.00	2500 \$ -
labourer				0.00	625 \$ -
				subtotal	\$ -
					2
Outside Regular Working Hours (Monday through Friday, & Saturday)					
Trade	Hourly Rates			Evaluation Calculation	

	G	H	I	J	K	L
	Year 1	Year 2	Optional Year 3	subtotal (G+H+I)/3	Estimated Hours	Subtotal (J*K)
Marine Electrician				0.00	250 \$	-
labourer				0.00	75 \$	-
				subtotal	\$	-
						3

Table 3: Travel Distances & Times				
Calculation area for google maps travel distance in KM				
M	N	O	P	
Address of closest mobile repair unit (with postal code)	Worksite	One way KM from bidder nearest service center to worksite	One way hours from bidder nearest service center to worksite	
	<u>Saint John NB</u> 4 Navy Way, Saint John, NB E2K 0H8			
	<u>St. Andrews, NB</u> St. Andrews Biological Station 531 Brandy Cove Rd., St. Andrews NB E5B 2L9			
	<u>Grand Manan, NB</u> 315 Ingalls Head Rd, Grand Manan NB E5G 3G9			
	<u>Shippagan, NB</u> 106 15 E Rue, Shippagan N.B. E8S 1E5			
	<u>Summerside, PEI</u> 240 Harbour Drive, Summerside, P.E.I. C1N 4P6			
	<u>Alberton, PEI</u> 7 Lupin Lane, Northport, PEI. C0B 1B0			

	<u>Charlottetown, PEI</u> 1 Weymouth Street, Charlottetown, PEI C1A 7M8		
	<u>Souris, PEI</u> 122 Breakwater Street, Souris PEI C0A 2B0		
<u>note: 3 h 30 min = 3.5 hrs, 3h 18 min = 3.3 hrs, 3 hrs 14 min = 3.23 hrs, 3H 02 min = 3.03 (hrs + Xmin / 60)</u>			

Table 4: Mobile Repair Unit - Travel Time Costs									
Q	R	S	T	Hourly Rates		V	W	Evaluation Calculation	
				Regular Hourly rates Year 1	Regular Hourly Rates Year 2	Regular Hourly rates Optional Year 3	Average hourly rate (T+U+V)/3	# trips estimate	Subtotal (R*W*X)
Travel Hours from Bidders nearest service site to worksite	Return hours (do not complete-autofill)	Trade							
		Marine Electrician						2	\$ -
		labourer						2	\$ -
St. Andrews, NB	0	Marine Electrician						2	\$ -
		labourer						2	\$ -
		Marine Electrician						2	\$ -
Grand Manan, NB	0	Marine Electrician						2	\$ -
		labourer						2	\$ -
		Marine Electrician						2	\$ -
Shippagan, NB	0	Marine Electrician						2	\$ -
		labourer						2	\$ -
		Marine Electrician						2	\$ -
Summerside, PEI	0	Marine Electrician						2	\$ -
		labourer						2	\$ -
		Marine Electrician						2	\$ -

Alberton, PEI		Marine Electrician						0	2	\$	-
	0	labourer						0	2	\$	-
Charlottetown, PEI		Marine Electrician						0	2	\$	-
	0	labourer						0	2	\$	-
Souris, PEI		Marine Electrician						0	2	\$	-
	0	labourer						0	2	\$	-
note: 3 h 30 min = 3.5 hrs, 3h 18 min = 3.3 hrs, 3 hrs 14 min = 3.23 hrs, 3H 02 min = 3.03 (hrs + Xmin / 60)											
subtotal										\$	4

Table 5: Mobile Repair Unit - Mileage Charges

Note: For evaluation purposes, current Mileage rates from the National Joint Council Travel Directive (Appendix B) applicable to relevant province have been utilized.

Standing Offer rates will be the rates applicable at time of call-up against the standing offer

<https://www.njc-cnm.gc.ca/directive/d10/v238/s658/en>

		Kilometric Rate				Evaluation Calculation			
	O	Z	AA	AB	AC	AD	AE	AF	
	One Way KM from Bidders from nearest service site to worksite - populated from Fig. 3 above)								
		Round Trip KM's (O*2)	KM rate Year 1 (2019)	KM rate Year 2 (2020)	KM rate Optional Year 3 (2021)	Average KM rate (AA+AB+AC)/3	# of Trips	Mileage Analysis (Z*AD*AE)	
Worksite									
Saint John NB	0	0	0.515	0.515	0.515	0.515	2	0	
St. Andrews, NB	0	0	0.515	0.515	0.515	0.515	2	0	
Grand Manan, NB	0	0	0.515	0.515	0.515	0.515	2	0	
Shippagan, NB	0	0	0.515	0.515	0.515	0.515	2	0	
Summerside, PEI	0	0	0.505	0.505	0.505	0.505	2	0	

Alberton, PEI	0	0	0	0.505	0.505	0.505	0.505	2	0
Charlottetown PEI	0	0	0	0.505	0.505	0.505	0.505	2	0
Souris, PEI	0	0	0	0.505	0.505	0.505	0.505	2	0
subtotal								\$ -	5

Financial Evaluation Results: Total Evaluated Price =		
Material & Equipment Markup	\$	-
Estimated Service labor costs (Regular)	\$	-
Estimated Service labor costs (OT)	\$	-
Estimated Travel Time Costs	\$	-
Estimated Kilometric Rate costs	\$	-
Evaluated price	\$	-

ANNEX "G"

TECHNICAL EVALUATION – MANDATORY CRITERIA

To be considered responsive, Offers must meet all of the mandatory criteria specified in the solicitation document.

Offers which do not meet all of the Mandatory Technical Requirements at bid closing will be considered to be non-compliant and will be given no further consideration. The evaluation will only be based on the information provided with the Offer. References to internet sites or information that is not included will not be evaluated.

The Offeror must provide documentation as evidence that the proposed resources comply with each and every one of the Mandatory Technical Criteria. Simply stating **yes** or "compliant" will not be sufficient for the purpose of this evaluation. Failure to meet the requirements of all of the Mandatory Technical Requirements will result in the Offer being declared as non-compliant.

Proof can be provided in the form of literature, certificates, or a written narrative which clearly demonstrates how the firm meets each and every one of the Mandatory Technical Criteria.

The Offeror must reference the page number and section of any submitted literature which proves their proposal complies with each and every one of the Mandatory Technical Criteria.

	Mandatory Criteria	Description	Bidder's Response	Page in the proposal where the information is contained
M1	Certified Journeymen Industrial Electricians	Contractor must provide proof of at least two licensed Industrial Electrician Journeymen with Red Seal Certification on staff		
M2	Experience, skills, and educational background	List of all individuals who will be engaged performing work under the SO. Include education qualifications, certifications, memberships, and a description of individual's technical roles, skills, and work experience for each Journeymen put forward under this RFSO.		