

**RETURN BIDS TO:**

## RETOURNER LES SOUMISSIONS À:

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

## Pacific Region

**401 - 1230 Government Street**

**Victoria, B.C.**

**V8W 3X4**

**Bid Fax: (250) 363-3344**

## Request For a Standing Offer Demande d'offre à commandes

## National Individual Standing Offer (NISO)

## Offre à commandes individuelle nationale (OCIN)

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

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

## Comments - Commentaires

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

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada - Pacific Region

401 - 1230 Government Street

Victoria, B. C.

V8W 3X4

<b>Title - Sujet</b> Oceanographic Foam Flotation	
<b>Solicitation No. - N° de l'invitation</b> F1625-190061/A	<b>Date</b> 2019-11-15
<b>Client Reference No. - N° de référence du client</b> F1625-190061	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$XLV-211-7854
<b>File No. - N° de dossier</b> XLV-9-42155 (211)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2019-12-30</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Pacific Standard Time PST
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Buchan, Torrey	<b>Buyer Id - Id de l'acheteur</b> xlV211
<b>Telephone No. - N° de téléphone</b> (250)216-2092 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Fisheries and Oceans Canada See herein	
<b>Security - Sécurité</b> 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**

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

---

## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>3</b>
1.1 INTRODUCTION.....	3
1.2 SUMMARY .....	3
1.3 DEBRIEFINGS .....	4
1.4 OFFER .....	4
1.5 ANTICIPATED MIGRATION TO AN E-PROCUREMENT SOLUTION (EPS).....	4
<b>PART 2 - OFFEROR INSTRUCTIONS .....</b>	<b>4</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	4
2.2 SUBMISSION OF OFFERS .....	5
2.3 ENQUIRIES - REQUEST FOR STANDING OFFERS.....	5
2.4 APPLICABLE LAWS.....	5
<b>PART 3 - OFFER PREPARATION INSTRUCTIONS.....</b>	<b>6</b>
3.1 OFFER PREPARATION INSTRUCTIONS.....	6
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>7</b>
4.1 EVALUATION PROCEDURES .....	7
4.2 BASIS OF SELECTION .....	8
<b>PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION .....</b>	<b>8</b>
5.1 CERTIFICATIONS REQUIRED WITH THE OFFER.....	8
5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION .....	8
<b>PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES .....</b>	<b>9</b>
A. STANDING OFFER.....	9
6.1 OFFER .....	9
6.2 SECURITY REQUIREMENTS .....	9
6.3 STANDARD CLAUSES AND CONDITIONS .....	9
6.4 TERM OF STANDING OFFER.....	10
6.5 AUTHORITIES .....	10
6.6 IDENTIFIED USERS.....	11
6.7 CALL-UP INSTRUMENT .....	11
6.8 LIMITATION OF CALL-UPS.....	11
6.9 FINANCIAL LIMITATION .....	12
6.10 PRIORITY OF DOCUMENTS .....	12
6.11 CERTIFICATIONS AND ADDITIONAL INFORMATION .....	12
6.12 APPLICABLE LAWS.....	12
6.13 TRANSITION TO AN E-PROCUREMENT SOLUTION (EPS) .....	12
B. RESULTING CONTRACT CLAUSES.....	13
6.1 REQUIREMENT .....	13
6.2 STANDARD CLAUSES AND CONDITIONS .....	13
6.3 TERM OF CONTRACT.....	13
6.4 PAYMENT .....	13
6.5 INVOICING INSTRUCTIONS.....	14
6.6 INSURANCE .....	14
<b>ANNEX A - REQUIREMENT .....</b>	<b>15</b>
<b>ANNEX B - BASIS OF PAYMENT .....</b>	<b>19</b>
<b>ANNEX C - ELECTRONIC PAYMENT INSTRUMENTS .....</b>	<b>24</b>

Solicitation No. - N° de l'invitation  
F1625-190061/A  
Client Ref. No. - N° de réf. du client  
F1625-190061

Amd. No. - N° de la modif.  
File No. - N° du dossier  
XLV-9-42155

Buyer ID - Id de l'acheteur  
xlw211  
CCC No./N° CCC - FMS No./N° VME

---

<b>ANNEX D – FINANCIAL OFFER PRESENTATION SHEET .....</b>	<b>25</b>
<b>ANNEX E – INTEGRITY VERIFICATION FORM .....</b>	<b>33</b>
<b>ANNEX F – OFFER CHECKLIST .....</b>	<b>35</b>

---

## 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; and
- Part 6 6A, Standing Offer, and 6B, Resulting Contract Clauses:
  - 6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
  - 6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Requirement, the Basis of Payment, the Electronic Payment Instruments, the Financial Offer Presentation Sheet and any other annexes.

### 1.2 Summary

The Department of Fisheries and Oceans has a requirement for the establishment of a standing offer for the supply and delivery of sub-surface syntactic foam flotation for oceanographic moorings. These floats are required to replace existing hollow steel spherical floats that have been identified as a potential safety hazard. These floats are designed to house and protect the oceanographic instruments that they are providing flotation for.

The requirement will cover two geographic zones, Zone 1 (Western Canada) and Zone 2 (Eastern Canada)

Up to two standing offers will be established, on a zone by zone basis.  
The expected value of the total requirement is \$90,000.00 per year, plus Applicable Taxes.

#### Period of the Standing Offer

The period of the standing offer is for two years with an additional option to extend the period of the standing offer by a one-year period.

#### Delivery Locations

The following are possible delivery locations under the Standing Offer(s):

Zone 1 (Western Canada):

Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5

Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7  
Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2

Zone 2 (Eastern Canada)  
Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4  
Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2  
St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4  
Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4  
Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).

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 Offer

By submitting an Offer, the Offeror offers to provide and deliver the goods or services or combination of goods and services described in the Standing Offer, in accordance with the pricing set out in the Standing Offer if and when the Authorized User requests such goods or services or combination of goods and services, in accordance with the conditions set out in the Standing Offer.

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

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

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

The [2006 \(2019-03-04\)](#) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 03 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Pursuant to the [Department of Public Works and Government Services Act](#) (S.C. 1996, c. 16), the instructions, clauses and conditions identified in the RFSO, standing offer and resulting contract(s) by

number, date and title may be incorporated by reference into and if so will form part of the RFSO, standing offer and resulting contract(s) as though expressly set out in the RFSO, the standing offer and the resulting contract(s).

## 2.2 Submission of Offers

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

**Address:**

*Bid Receiving Public Works and Government Services Canada  
Pacific Region  
401-1230 Government Street  
Victoria, BC  
V8V 3X4*

**epost Connect email:**

[TPSGC.RPRceptiondessoumissions-PRBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RPRceptiondessoumissions-PRBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca)

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

Facsimile number: 250-363-3344

## 2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than ten (10) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

## 2.4 Applicable Laws

The Standing Offer and any resulting Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of British Columbia, Canada.

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, the Offeror is deemed to have consented to the applicable laws as specified herein by Canada.

---

## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 3.1 Offer Preparation Instructions

- If the Offeror chooses to submit its offer electronically, Canada requests that the Offeror submits its offer in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. The offer must be gathered per section and separated as follows:

Section I: Technical Offer

Section II: Financial Offer

Section III: Certifications

- 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

- If the Offeror is simultaneously providing copies of its offer using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

Canada requests that offerors follow the format instructions described below in the preparation of hard copy of their offer:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the RFSO.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, Offerors should:

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

#### Section I: Technical Offer

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

---

## Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Annex D, Financial Offer Presentation Sheet.

### 3.1.1 Electronic Payment of Invoices - Offer

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

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

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

### 3.1.2 Exchange Rate Fluctuation

SACC Manual clause [C3011T](#) (2013-11-06), Exchange Rate Fluctuation

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

## 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 Equivalent Products

1. Products that are equivalent in form, fit, function and quality to the item(s) specified in the bid solicitation will be considered where the Bidder:
  - a. designates the brand name, model and/or part number of the substitute product;
  - b. states that the substitute product is fully interchangeable with the item specified;
  - c. provides complete specifications and descriptive literature for each substitute product;
  - d. provides compliance statements that include technical specifics showing the substitute product meets all mandatory performance criteria that are specified in the bid solicitation; and
  - e. clearly identifies those areas in the specifications and descriptive literature that support the substitute product's compliance with any mandatory performance criteria.
2. Products offered as equivalent in form, fit, function and quality will not be considered if:
  - a. the bid fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or



- b. the substitute product fails to meet or exceed the mandatory performance criteria specified in the bid solicitation for that item.
3. In conducting its evaluation of the bids, Canada may, but will have no obligation to, request bidders offering a substitute product to demonstrate, at the sole cost of bidders, that the substitute product is equivalent to the item specified in the bid solicitation.

#### 4.1.2 Financial Evaluation

The price of the offer will be evaluated in Canadian dollars, Applicable Taxes excluded, Incoterms 2010 Delivered Duty Paid (DDP) Destination, Canadian customs duties and excise taxes included.

#### 4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The Standing Offer is divided into two zones by area of geographical delivery. The responsive offer with the lowest evaluated price for each 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-) (<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.

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

### **A. STANDING OFFER**

#### **6.1 Offer**

The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex A.

#### **6.2 Security Requirements**

There is no security requirement applicable to the Standing Offer.

#### **6.3 Standard Clauses and Conditions**

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

##### **6.3.1 General Conditions**

**2005 (2017-06-21)**, General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer and are amended as follows:

##### **6.3.2 Standing Offers Reporting**

The Offeror must compile and maintain records, on its provision of goods or services or combination of goods and services to Authorized Users under any and all contracts resulting from the Standing Offer. This data must also include all purchases paid for by a Canada acquisition card.

The Offeror must provide this data, in electronic format (Excel spreadsheet format), in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "NIL" report.

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

The Quarterly reporting periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31;

4th quarter: January 1 to March 31.

## **6.4 Term of Standing Offer**

### **6.4.1 Period of the Standing Offer**

The period for making call-ups against the Standing Offer is from \_\_\_\_\_ to \_\_\_\_\_ (two years later).

### **6.4.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional one-year period, from \_\_\_\_\_ to \_\_\_\_\_ (one year later) under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

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

### **6.4.3 Delivery Points**

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

## **6.5 Authorities**

### **6.5.1 Standing Offer Authority**

The Standing Offer Authority is:

Name: Torrey Buchan

Public Works and Government Services Canada

Acquisitions Branch

Telephone: 250-216-2092

E-mail address: [Torrey.Buchan@pwgsc-tpsgc.gc.ca](mailto:Torrey.Buchan@pwgsc-tpsgc.gc.ca)

The Standing Offer Authority is responsible for the management of the Standing Offer, (including any extensions, set asides or cancellations). Revisions or amendments to the Standing Offer shall only be authorized in writing by the Standing Offer Authority. The Offeror must not perform work in excess of or outside the scope of the Standing Offer based on verbal or written requests or instructions from anyone other than the Contracting Authority and any work so conducted shall be at the Offeror's sole risk and expense and shall not be charged to any Authorized User unless otherwise agreed to in writing by the Contracting Authority.

### **6.5.2 Project Authority**

The Project Authority for each resulting contract will be identified in the Call-up issued by the Contracting Authority.

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

### 6.5.3 Offeror's Representative

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

### 6.6 Identified Users

The Identified Users authorized to make call-ups against the Standing Offer are employees of Fisheries and Oceans Canada located at:

1. Institute of Ocean Sciences, Sidney, British Columbia
2. Pacific Biological Station, Nanaimo, British Columbia
3. Bedford Institute of Oceanography, Dartmouth, Nova Scotia
4. St. Andrews Biological Station, St. Andrews, New Brunswick
5. Gulf Fisheries Center, Moncton, New Brunswick
6. Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador
7. Institut Maurice-Lamontagne, Mont-Joli, Quebec
8. Pacific Science Enterprise Centre, West Vancouver, British Columbia

### 6.7 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
  - PWGSC-TPSGC 942 Call-up Against a Standing Offer
  - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery
  - PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
  - PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:
  - standing offer number;
  - statement that incorporates the terms and conditions of the Standing Offer;
  - description and unit price for each line item;
  - total value of the call-up;
  - point of delivery;
  - confirmation that funds are available under section 32 of the Financial Administration Act;
  - confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.
- the data identified at Annex "B" – Standing Offer Reporting, Article B1, Collection of Data

### 6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$100,000.00.

Any individual call-up to be issued in excess of that limit must be authorized by the Standing Offer Authority before issuance.

## **6.9 Financial Limitation**

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$\_\_\_\_\_ 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 three (3) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

## **6.10 Priority of Documents**

If there is a discrepancy between the wording of any documents that appear on the list below, 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 to the extent necessary to resolve such discrepancy.

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the General Conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services;
- d) the General Conditions 2030 (2018-06-21), General Conditions - Higher Complexity – Goods;
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated \_\_\_\_\_.

## **6.11 Certifications and Additional Information**

### **6.11.1 Compliance**

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

## **6.12 Applicable Laws**

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

## **6.13 Transition to an e-Procurement Solution (EPS)**

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

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

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

## **B. RESULTING CONTRACT CLAUSES**

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

### **6.1 Requirement**

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

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

#### **6.2.1 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.

### **6.3 Term of Contract**

#### **6.3.1 Delivery Date**

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

### **6.4 Payment**

#### **6.4.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices in accordance with Annex B and as detailed in the call-up. Customs duties are included and Applicable Taxes are extra.

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

#### **6.4.2 Single Payment**

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

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

#### **6.4.3 Electronic Payment of Invoices – Call-up (if applicable)**

Solicitation No. - N° de l'invitation  
F1625-190061/A  
Client Ref. No. - N° de réf. du client  
F1625-190061

Amd. No. - N° de la modif.  
File No. - N° du dossier  
XLV-9-42155

Buyer ID - Id de l'acheteur  
xlv211  
CCC No./N° CCC - FMS No./N° VME

---

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);

## **6.5 Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the call-up for certification and payment.

## **6.6 Insurance**

SACC Manual clause G1005C (2016-01-28) Insurance



## ANNEX A – REQUIREMENT

### Syntactic Foam Flotation Statement of Requirement



*Figure 1 - A 44" float with a 75 kHz Long Ranger ADCP installed in the central instrument well. The secondary instrument well for the Seabird Microcat, and the associated 3/8"-NC titanium mounting studs, can be seen just above and to the right of the ADCP, and the well for the Iridium beacon can be seen to the lower left of the float. The four-beam symmetry of the mooring frame ensures that it does not obstruct the acoustic beams of the ADCP.*

The Department of Fisheries and Oceans has an ongoing requirement for syntactic foam flotation for oceanographic moorings. Syntactic foam materials are resistant to the combined effect of hydrostatic pressure and long-term pressure exposure making them ideal for oceanographic floats and instrument flotation. They are less susceptible to damage and to catastrophic failure than other forms of flotation and do not “ring” acoustically compared to hollow steel flotation, an important consideration using active, or passive, acoustic instrumentation. In addition, hollow steel and plastic flotation that has leaked at depth, represent a safety hazard when brought, pressurized to the surface. Over the past decade or so, the Department of Fisheries and Oceans has tried to replace much of its hollow flotation for deeper applications.

Syntactic foam flotation comes in a myriad of sizes and shapes and depth ratings. The critical performance criterion is the amount of net buoyancy provided for a given cross-sectional area and drag coefficient. Net buoyancy is offset by the density of the syntactic foam, which is directly related to the depth rating of the syntactic foam. A heavier foam will have (usually) a greater depth capability, but provide less net buoyancy for a given size. It is therefore somewhat difficult to compare syntactic foam



flotation but we have identified six specific configurations that have worked well for the Department of Fisheries and Oceans in the past and that expect would work well for us in the future.

1. 36" diameter spherical float (Deepwater Buoyancy AF36-750 or equivalent) suitable for 300 and 600 kHz Teledyne RDI acoustic Doppler current profilers (ADCPs) with extended, three battery, 500 m rated aluminum pressure housings.

Must have:

- 500 m minimum depth rating, with optional deeper depth ratings
- 160 kg +/- 12 kg net buoyancy in seawater (reduced for deeper depth ratings)
- Central well to fit Teledyne RDI ADCP.
- Clamp, with titanium hardware, to secure the ADCP to the float
- Secondary well to fit Seabird Electronics Microcat CTD (SBE37 or SBE37 ODO) (2.45" diameter)
- Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Microcat CTD
- Secondary well to fit Novatech iBCN Iridium beacon (1.13" diameter)
- Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the
- 3/4 " 316L stainless steel mooring frame with four-way symmetry (in order not to obstruct the acoustic beams of the Teledyne RDI ADCPs), with isolated pad-eyes to fit 1/2" Crosby G2130 shackles

2. 40" diameter spherical float (Deepwater Buoyancy AF40-750 or equivalent) suitable for use with 150, 300 and 600 kHz Teledyne RDI ADCPs, or Jasco AMAR G3 and G4 ambient noise recorders.

Must have:

- 750 m minimum depth rating, with optional deeper depth ratings
- 227 kg +/- 16 kg net buoyancy in seawater (reduced for greater depth ratings)
- Central well to fit Teledyne RDI 150 kHz ADCP, or Jasco AMAR G3 ambient noise recorder.
- Clamp, with titanium hardware, to secure the ADCP, or ambient noise recorder to the float
- Secondary well to fit Seabird Electronics Microcat CTD (SBE37 or SBE37 ODO) (2.45" diameter)
- Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Microcat CTD
- Secondary well to fit Novatech iBCN Iridium beacon (1.13" diameter)
- Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Novatech iBCN to the float
- 3/4 " 316L stainless steel mooring frame with four-way symmetry (in order not to obstruct the acoustic beams of the Teledyne RDI ADCPs), with isolated pad-eyes to fit 1/2" Crosby G2130 shackles

3. 44" diameter spherical float (Deepwater Buoyancy AF44-750 or equivalent) suitable for use with 75kHz Teledyne RDI Long Ranger ADCPs or 150 kHz Teledyne RDI Quartermaster ADCP

Must have:

- 750 m minimum depth rating, with optional deeper depth ratings
- 340 kg +/- 23 kg net buoyancy in seawater (reduced for greater depth ratings)
- Central well to fit Teledyne RDI Long Ranger ADCP.
- Clamp, with titanium hardware, to secure the ADCP to the float
- Secondary well to fit Seabird Electronics Microcat CTD (SBE37 or SBE37 ODO) (2.45" diameter)

- Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Microcat CTD
  - Secondary well to fit Novatech iBCN Iridium beacon (1.13" diameter)
  - Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Novatech iBCN to the float
  - 3/4 " 316L stainless steel mooring frame with four-way symmetry (in order not to obstruct the acoustic beams of the Teledyne RDI ADCPs), with isolated pad-eyes to fit 1/2" Crosby G2130 shackles
4. 47" diameter x 23" ellipsoid float (Deepwater Buoyancy AF47E-750 or equivalent), with reduced drag coefficient, suitable for use with 300/600 kHz Teledyne RDI Workhorse ADCPs or 150 kHz Teledyne RDI Quartermaster ADCPs

Must have:

- 750 m minimum depth rating, with optional deeper depth ratings
  - 180 kg +/- 13 kg net buoyancy in seawater (reduced for greater depth ratings)
  - Central well to fit 150kHz Teledyne RDI Quartermaster ADCP.
  - Clamp, and titanium hardware, to secure the ADCP, or ambient noise recorder to the float
  - Secondary well to fit Seabird Electronics Microcat CTD (SBE37 or SBE37 ODO) (2.45" diameter)
  - Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Microcat CTD
  - Secondary well to fit Novatech iBCN Iridium beacon (1.13" diameter)
  - Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Novatech iBCN to the float
  - 3/4 " 316L stainless steel mooring frame with four-way symmetry (in order not to obstruct the acoustic beams of the Teledyne RDI ADCPs), with isolated pad-eyes to fit 1/2" Crosby G2130 shackles
5. 52" diameter x 26" ellipsoid float (Deepwater Buoyancy AF52E-750 or equivalent), with reduced drag coefficient, suitable for use with 75 kHz Teledyne RDI Long Ranger ADCPs or 150 kHz Teledyne RDI Quartermaster ADCPs

Must have:

- 750 m minimum depth rating, with optional deeper depth ratings
- 260 kg +/- 18 kg net buoyancy in seawater (reduced for greater depth ratings)
- Clamp, and titanium hardware, to secure the ADCP, or ambient noise recorder to the float
- Secondary well to fit Seabird Electronics Microcat CTD (SBE37 or SBE37 ODO) (2.45" diameter)
- Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Microcat CTD
- Secondary well to fit Novatech iBCN Iridium beacon (1.13" diameter)
- Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Novatech iBCN to the float
- 3/4 " 316L stainless steel mooring frame with four-way symmetry (in order not to obstruct the acoustic beams of the Teledyne RDI ADCPs), with isolated pad-eyes to fit 1/2" Crosby G2130 shackles

6. Stream-lined, torpedo shaped, float (Deepwater Buoyancy Stablemoor or equivalent), with minimized drag coefficient, for use in strong currents, with

Must have:

- 750 m minimum depth rating
- 295 kg +/- 18 kg net buoyancy in seawater
- Wells to fit two 300/600 kHz Teledyne RDI Workhorse ADCPs.
- Clamps, and titanium hardware, to secure the ADCPs to the float
- Secondary well to fit Seabird Electronics Microcat CTD (SBE37 or SBE37 ODO) (2.45" diameter)
- Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Microcat CTD
- Secondary well to fit Novatech iBCN Iridium beacon (1.13" diameter)
- Clamp and 3/8"-NC titanium studs, flat washers, lock washers, and nuts on 4" centers, to secure the Novatech iBCN to the float
- 3/4 " 316L stainless steel mooring frame with four-way symmetry (in order not to obstruct the acoustic beams of the Teledyne RDI ADCPs), with isolated pad-eyes to fit 1/2" Crosby G2130 shackles

#### Delivery Locations

Delivery of units will be required to the following delivery locations, as defined at the time of Call-up:

1. Institute of Ocean Sciences, Sidney, British Columbia
2. Pacific Biological Station, Nanaimo, British Columbia
3. Bedford Institute of Oceanography, Dartmouth, Nova Scotia
4. St. Andrews Biological Station, St. Andrews, New Brunswick
5. Gulf Fisheries Center, Moncton, New Brunswick
6. Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador
7. Institut Maurice-Lamontagne, Mont-Joli, Quebec
8. Pacific Science Enterprise Centre, West Vancouver, British Columbia

Solicitation No. - N° de l'invitation  
F1625-190061/A  
Client Ref. No. - N° de réf. du client  
F1625-190061

Amd. No. - N° de la modif.  
File No. - N° du dossier  
XLV-9-42155

Buyer ID - Id de l'acheteur  
xlv211  
CCC No./N° CCC - FMS No./N° VME

---

## ANNEX B - BASIS OF PAYMENT

<b>Note to Offerors:</b>
--------------------------

The Annex B – Basis of Payment is provided as a sample and should not be filled out at the solicitation stage. Refer to Annex D for the section to be filled out by Offerors with their associated pricing and submitted in their Financial Offer.
--

Prices are in Canadian dollars, Applicable Taxes extra, Canadian customs duties and excise taxes included.

The following are possible delivery locations under the Standing Offer(s):

Zone 1 (Western Canada):

Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5

Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7

Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2

Zone 2 (Eastern Canada)

Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4

Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2

St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4

Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4

Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7

**PART 1      ZONE 1**

Zone 1 (Western Canada) includes the following delivery locations:

Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5  
Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7  
Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2

<b>1. Period Covered: Year 1</b>		
<b>Item</b>	<b>Description</b>	<b>Unit Price (A)</b>
1.1	36" diameter spherical float (Model: _____)	\$ _____
1.2	40" diameter spherical float (Model: _____)	\$ _____
1.3	44" diameter spherical float (Model: _____)	\$ _____
1.4	47" diameter x 23" ellipsoid float (Model: _____)	\$ _____
1.5	52" diameter x 26" ellipsoid float (Model: _____)	\$ _____
1.6	Stream-lined, torpedo shaped, float (Model: _____)	\$ _____
1.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5	\$ _____
1.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7	\$ _____
1.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2	\$ _____

<b>2. Period Covered: Year 2</b>		
<b>Item</b>	<b>Description</b>	<b>Unit Price (A)</b>
2.1	36" diameter spherical float (Model: _____))	\$ _____
2.2	40" diameter spherical float (Model: _____))	\$ _____
2.3	44" diameter spherical float (Model: _____))	\$ _____
2.4	47" diameter x 23" ellipsoid float (Model: _____))	\$ _____
2.5	52" diameter x 26" ellipsoid float (Model: _____))	\$ _____
2.6	Stream-lined, torpedo shaped, float (Model: _____))	\$ _____
2.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5	\$ _____
2.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7	\$ _____

Solicitation No. - N° de l'invitation  
F1625-190061/A  
Client Ref. No. - N° de réf. du client  
F1625-190061

Amd. No. - N° de la modif.  
File No. - N° du dossier  
XLV-9-42155

Buyer ID - Id de l'acheteur  
xlw211  
CCC No./N° CCC - FMS No./N° VME

2.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2	\$ _____
-----	---	----------

3. Period Covered: Option Year		
Item	Description	Unit Price (A)
3.1	36" diameter spherical float (Model: _____)	\$ _____
3.2	40" diameter spherical float (Model: _____)	\$ _____
3.3	44" diameter spherical float (Model: _____)	\$ _____
3.4	47" diameter x 23" ellipsoid float (Model: _____)	\$ _____
3.5	52" diameter x 26" ellipsoid float (Model: _____)	\$ _____
3.6	Stream-lined, torpedo shaped, float (Model: _____)	\$ _____
3.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5	\$ _____
3.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7	\$ _____
3.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2	\$ _____

## PART 2 ZONE 2

Zone 2 (Eastern Canada) includes the following delivery locations:

Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4  
Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2  
St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4  
Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4  
Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7

1. Period Covered: Year 1		
Item	Description	Unit Price (A)
1.1	36" diameter spherical float (Model: _____)	\$ _____
1.2	40" diameter spherical float (Model: _____)	\$ _____
1.3	44" diameter spherical float (Model: _____)	\$ _____
1.4	47" diameter x 23" ellipsoid float (Model: _____)	\$ _____
1.5	52" diameter x 26" ellipsoid float (Model: _____)	\$ _____
1.6	Stream-lined, torpedo shaped, float (Model: _____)	\$ _____
1.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4	\$ _____
1.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2	\$ _____
1.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4	\$ _____
1.10	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4	\$ _____
1.11	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7	\$ _____

2. Period Covered: Year 2		
Item	Description	Unit Price (A)
2.1	36" diameter spherical float (Model: _____)	\$ _____
2.2	40" diameter spherical float (Model: _____)	\$ _____
2.3	44" diameter spherical float (Model: _____)	\$ _____
2.4	47" diameter x 23" ellipsoid float (Model: _____)	\$ _____
2.5	52" diameter x 26" ellipsoid float (Model: _____)	\$ _____
2.6	Stream-lined, torpedo shaped, float (Model: _____)	\$ _____

Solicitation No. - N° de l'invitation  
F1625-190061/A  
Client Ref. No. - N° de réf. du client  
F1625-190061

Amd. No. - N° de la modif.  
File No. - N° du dossier  
XLV-9-42155

Buyer ID - Id de l'acheteur  
xlv211  
CCC No./N° CCC - FMS No./N° VME

2.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4	\$ _____
2.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2	\$ _____
2.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4	\$ _____
2.10	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4	\$ _____
2.11	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7	\$ _____

<b>3. Period Covered: Option Year</b>		
<b>Item</b>	<b>Description</b>	<b>Unit Price (A)</b>
3.1	36" diameter spherical float (Model: _____)	\$ _____
3.2	40" diameter spherical float (Model: _____)	\$ _____
3.3	44" diameter spherical float (Model: _____)	\$ _____
3.4	47" diameter x 23" ellipsoid float (Model: _____)	\$ _____
3.5	52" diameter x 26" ellipsoid float (Model: _____)	\$ _____
3.6	Stream-lined, torpedo shaped, float (Model: _____)	\$ _____
3.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4	\$ _____
3.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2	\$ _____
3.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4	\$ _____
3.10	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4	\$ _____
3.11	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7	\$ _____



Solicitation No. - N° de l'invitation  
F1625-190061/A  
Client Ref. No. - N° de réf. du client  
F1625-190061

Amd. No. - N° de la modif.  
File No. - N° du dossier  
XLV-9-42155

Buyer ID - Id de l'acheteur  
xlw211  
CCC No./N° CCC - FMS No./N° VME

---

### **ANNEX C - ELECTRONIC PAYMENT INSTRUMENTS**

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

- ☐ VISA Acquisition Card;
- ☐ MasterCard Acquisition Card;
- ☐ Direct Deposit (Domestic and International);
- ☐ Electronic Data Interchange (EDI);
- ☐ Wire Transfer (International Only);

Solicitation No. - N° de l'invitation F1625-190061/A	Amd. No. - N° de la modif. xlv211	Buyer ID - Id de l'acheteur xlv211
Client Ref. No. - N° de réf. du client F1625-190061	File No. - N° du dossier XLV-9-42155	CCC No./N° CCC - FMS No./N° VME

**ANNEX D – FINANCIAL OFFER PRESENTATION SHEET**

The following are possible delivery locations under the Standing Offer(s):

- Zone 1 (Western Canada):
- Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5
  - Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7
  - Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2
- Zone 2 (Eastern Canada) :
- Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4
  - Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2
  - St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4
  - Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4
  - Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7

Offerors must submit pricing for one or more zones to be considered, and must submit pricing for all items under a zone to be responsive. Failure to include pricing for all items under a zone will result in the offer being deemed non-compliant for that particular zone and not considered further.

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. Offers will be evaluated on a zone-by-zone basis. The responsive offer with the lowest evaluated price for each zone will be recommended for issuance of a standing offer for that zone.

## PART 1 ZONE 1 FINANCIAL EVALUATION

Zone 1 (Western Canada) includes the following delivery locations:

Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5  
 Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7  
 Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2

Note: Estimated Quantities provided in the tables below are used for the purpose of evaluation of offers only and are not a guarantee of work.

1. Period Covered: Year 1			
Item	Description	Unit Price (A)	Estimated Quantity (B)
1.1	36" diameter spherical float (Deepwater Buoyancy AF36-750 or equivalent)	\$	2
1.2	40" diameter spherical float (Deepwater Buoyancy AF40-750 or equivalent)	\$	1
1.3	44" diameter spherical float (Deepwater Buoyancy AF44-750 or equivalent)	\$	2
1.4	47" diameter x 23" ellipsoid float (Deepwater Buoyancy AF47E-750 or equivalent)	\$	2
1.5	52" diameter x 26" ellipsoid float (Deepwater Buoyancy AF52E-750 or equivalent)	\$	2
1.6	Stream-lined, torpedo shaped, float (Deepwater Buoyancy Stablemoor or equivalent)	\$	1
1.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5	\$	7
1.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7	\$	2
1.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2	\$	1
Total – Year 1			\$

2. Period Covered: Year 2				
Item	Description	Unit Price (A)	Estimated Quantity (B)	Extended Total (A) X (B)
2.1	36" diameter spherical float (Deepwater Buoyancy AF36-750 or equivalent)	\$ _____	2	\$ _____
2.2	40" diameter spherical float (Deepwater Buoyancy AF40-750 or equivalent)	\$ _____	1	\$ _____
2.3	44" diameter spherical float (Deepwater Buoyancy AF44-750 or equivalent)	\$ _____	2	\$ _____
2.4	47" diameter x 23" ellipsoid float (Deepwater Buoyancy AF47E-750 or equivalent)	\$ _____	2	\$ _____
2.5	52" diameter x 26" ellipsoid float (Deepwater Buoyancy AF52E-750 or equivalent)	\$ _____	2	\$ _____
2.6	Stream-lined, torpedo shaped, float (Deepwater Buoyancy Stablemoor or equivalent)	\$ _____	1	\$ _____
2.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5	\$ _____	7	\$ _____
2.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7	\$ _____	2	\$ _____
2.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2	\$ _____	1	\$ _____
			Total – Year 2 \$	

3. Period Covered: Option Year				
Item	Description	Unit Price (A)	Estimated Quantity (B)	Extended Total (A) X (B)
3.1	36" diameter spherical float (Deepwater Buoyancy AF36-750 or equivalent)	\$ _____	2	\$ _____
3.2	40" diameter spherical float (Deepwater Buoyancy AF40-750 or equivalent)	\$ _____	1	\$ _____

3.3	44" diameter spherical float (Deepwater Buoyancy AF44-750 or equivalent)	\$ _____	2	\$ _____
3.4	47" diameter x 23" ellipsoid float (Deepwater Buoyancy AF47E-750 or equivalent)	\$ _____	2	\$ _____
3.5	52" diameter x 26" ellipsoid float (Deepwater Buoyancy AF52E-750 or equivalent)	\$ _____	2	\$ _____
3.6	Stream-lined, torpedo shaped, float (Deepwater Buoyancy Stablemoor or equivalent)	\$ _____	1	\$ _____
3.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institute of Ocean Sciences, Sidney, British Columbia, V8L 5T5	\$ _____	7	\$ _____
3.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Biological Station, Nanaimo, British Columbia, V9T 6N7	\$ _____	2	\$ _____
3.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Pacific Science Enterprise Centre, West Vancouver, British Columbia, V7V 1H2	\$ _____	1	\$ _____
<b>Total – Option Year</b>				<b>\$ _____</b>

<b>Evaluated Total – Zone 1 (Western Canada)</b>	
Total – Year 1	\$ _____
Total – Year 2	\$ _____
Total – Option Year	\$ _____
<b>EVALUATED TOTAL – ZONE 1</b>	<b>\$ _____</b>

## PART 2 ZONE 2 FINANCIAL EVALUATION

Zone 2 (Eastern Canada) includes the following delivery locations:

Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4  
 Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2  
 St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4  
 Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4  
 Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7

Note: Estimated Quantities provided in the tables below are used for the purpose of evaluation of offers only and are not a guarantee of work.

1. Period Covered: Year 1						
Item	Description	Unit Price (A)	Estimated Quantity (B)	Extended Total (A) X (B)		
1.1	36" diameter spherical float (Deepwater Buoyancy AF36-750 or equivalent)	\$ _____	4	\$ _____		
1.2	40" diameter spherical float (Deepwater Buoyancy AF40-750 or equivalent)	\$ _____	2	\$ _____		
1.3	44" diameter spherical float (Deepwater Buoyancy AF44-750 or equivalent)	\$ _____	4	\$ _____		
1.4	47" diameter x 23" ellipsoid float (Deepwater Buoyancy AF47E-750 or equivalent)	\$ _____	4	\$ _____		
1.5	52" diameter x 26" ellipsoid float (Deepwater Buoyancy AF52E-750 or equivalent)	\$ _____	4	\$ _____		
1.6	Stream-lined, torpedo shaped, float (Deepwater Buoyancy Stablemoor or equivalent)	\$ _____	1	\$ _____		
1.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4	\$ _____	4	\$ _____		
1.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2	\$ _____	10	\$ _____		
1.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4	\$ _____	1	\$ _____		

1.10	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4	\$ _____	2	\$ _____
1.11	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7	\$ _____	2	\$ _____
<b>Total – Year 1</b>		<b>\$</b>		

<b>2. Period Covered: Year 2</b>				
<b>Item</b>	<b>Description</b>	<b>Unit Price (A)</b>	<b>Estimated Quantity (B)</b>	<b>Extended Total (A) X (B)</b>
2.1	36" diameter spherical float (Deepwater Buoyancy AF36-750 or equivalent)	\$ _____	4	\$ _____
2.2	40" diameter spherical float (Deepwater Buoyancy AF40-750 or equivalent)	\$ _____	2	\$ _____
2.3	44" diameter spherical float (Deepwater Buoyancy AF44-750 or equivalent)	\$ _____	4	\$ _____
2.4	47" diameter x 23" ellipsoid float (Deepwater Buoyancy AF47E-750 or equivalent)	\$ _____	4	\$ _____
2.5	52" diameter x 26" ellipsoid float (Deepwater Buoyancy AF52E-750 or equivalent)	\$ _____	4	\$ _____
2.6	Stream-lined, torpedo shaped, float (Deepwater Buoyancy Stablemoor or equivalent)	\$ _____	1	\$ _____
2.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4	\$ _____	4	\$ _____
2.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2	\$ _____	10	\$ _____
2.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4	\$ _____	1	\$ _____
2.10	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4	\$ _____	2	\$ _____

2.11	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7	\$ _____	2	\$ _____
		Total – Year 2 \$		

3. Period Covered: Option Year				
Item	Description	Unit Price (A)	Estimated Quantity (B)	Extended Total (A) X (B)
3.1	36" diameter spherical float (Deepwater Buoyancy AF36-750 or equivalent)	\$ _____	4	\$ _____
3.2	40" diameter spherical float (Deepwater Buoyancy AF40-750 or equivalent)	\$ _____	2	\$ _____
3.3	44" diameter spherical float (Deepwater Buoyancy AF44-750 or equivalent)	\$ _____	4	\$ _____
3.4	47" diameter x 23" ellipsoid float (Deepwater Buoyancy AF47E-750 or equivalent)	\$ _____	4	\$ _____
3.5	52" diameter x 26" ellipsoid float (Deepwater Buoyancy AF52E-750 or equivalent)	\$ _____	4	\$ _____
3.6	Stream-lined, torpedo shaped, float (Deepwater Buoyancy Stablemoor or equivalent)	\$ _____	1	\$ _____
3.7	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Institut Maurice-Lamontagne, Mont-Joli, Quebec, G5H 3Z4	\$ _____	4	\$ _____
3.8	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Bedford Institute of Oceanography, Dartmouth, Nova Scotia, B2Y 4A2	\$ _____	10	\$ _____
3.9	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to St. Andrews Biological Station, St. Andrews, New Brunswick, E5B 0E4	\$ _____	1	\$ _____
3.10	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Gulf Fisheries Center, Moncton, New Brunswick, E1C 5K4	\$ _____	2	\$ _____
3.11	Delivery Charge (Per Unit Basis) – Incoterms 2010 DDP to Northwest Atlantic Fisheries Centre, St. John's, Newfoundland and Labrador, A1A 5J7	\$ _____	2	\$ _____



Solicitation No. - N° de l'invitation  
F1625-190061/A  
Client Ref. No. - N° de réf. du client  
F1625-190061

Amd. No. - N° de la modif.  
XLV211  
File No. - N° du dossier  
XLV-9-42155

Buyer ID - Id de l'acheteur  
XLV211  
CCC No./N° CCC - FMS No./N° VME

Total – Option Year		\$
---------------------	--	----

Evaluated Total – Zone 2 (Eastern Canada)		
Total – Year 1		\$ _____
Total – Year 2		\$ _____
Total – Option Year		\$ _____
EVALUATED TOTAL – ZONE 2		\$ _____

## ANNEX E – INTEGRITY VERIFICATION FORM

### List of names for integrity verification form

#### Requirements

Section 17 of the [Ineligibility and Suspension Policy](#) (the Policy) requires suppliers, regardless of their status under the Policy, to submit a list of names with their bid or offer. The required list differs depending on the bidder or offeror's organizational structure:

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

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

#### Supplier Information

<b>Supplier's Legal Name:</b>
<b>Organizational Structure:</b>  <input type="checkbox"/> Corporate entity <input type="checkbox"/> Privately owned corporation <input type="checkbox"/> Sole proprietor
<b>Supplier's Address</b>
<b>Supplier's Procurement Business Number (optional):</b>
<b>Solicitation or Transaction Number:</b>
<b>Date of bid, offer submission or closing date of Invitation to Offer (yyyy-mm-dd):</b>

Solicitation No. - N° de l'invitation  
F1625-190061/A  
Client Ref. No. - N° de réf. du client  
F1625-190061

Amd. No. - N° de la modif.  
File No. - N° du dossier  
XLV-9-42155

Buyer ID - Id de l'acheteur  
xlv211  
CCC No./N° CCC - FMS No./N° VME

---

**List of Names**

Name	Title

**Declaration**

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

--

Signature

Please include with your bid or offer.

## ANNEX F – OFFER CHECKLIST

### F1.1 Mandatory Offer Deliverables Checklist

Notwithstanding deliverable requirements specified anywhere else within this bid solicitation and its associated Requirement (Annex A), mandatory deliverables that must be submitted with the Offeror's tender to be deemed responsive, are summarized below.

The following are mandatory and the Offeror's submission will be evaluated against the requirement as defined herein. The Offeror must be determined to be compliant on each item to be considered responsive.

No	Solicitation Part	Reference	Description	Document provided
1	Front page	Front page	<u>Request for Standing Offer</u> document part 1 page 1 completed and signed;	<input type="checkbox"/>
2	Part 3	Article 3.1 Section I	Technical Offer	<input type="checkbox"/>
3	Part 4	Article 4.1.1.1	Equivalent Product Information, to verify compliance.	<input type="checkbox"/>
4	Part 3	Article 3.1 Section II, Annex D	Financial Offer Presentation Sheet, completed	<input type="checkbox"/>

### F1.2 Supporting Deliverable Requirements

If the following information which supports the offer is not submitted with the Offer; it may be requested by the Standing Offer Authority, and it must be provided within 48 hours of the written request:

No	Solicitation Part	Reference	Description	Condition	Document provided
1	Part 6A	6.12	Applicable Laws (if applicable)	48 hours of written request	<input type="checkbox"/>
2	Part 6A	Article 6.5.3	Contractor's Representatives, section Completed	48 hours of written request	<input type="checkbox"/>
3	Annex C	3.1.1	Electronic Payment Instruments, completed	48 hours of written request	<input type="checkbox"/>
4	Annex E	5.1.1	Integrity Provisions – List of Names, completed	48 hours of written request	<input type="checkbox"/>