



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067

**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 / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

| | |
|---|--|
| Title - Sujet NISO Mattress Foam - Various Sizes | |
| Solicitation No. - N° de l'invitation 21C11-187065/C | Date 2019-12-19 |
| Client Reference No. - N° de référence du client 21C11-18-7065 | GETS Ref. No. - N° de réf. de SEAG PW-\$KIN-650-8005 |
| File No. - N° de dossier KIN-7-48058 (650) | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-01-10 | |
| Time Zone Fuseau horaire Eastern Standard Time EST | |
| Delivery Required - Livraison exigée See Herein | |
| Address Enquiries to: - Adresser toutes questions à: Rombough, Lori | Buyer Id - Id de l'acheteur kin650 |
| Telephone No. - N° de téléphone (613)545-8061 () | FAX No. - N° de FAX (613)545-8067 |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Renous & Dorchester, New Brunswick and Drumheller, Alberta | |
| Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité. | |

Instructions: See Herein

Instructions: Voir aux présentes

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

This request for standing offers (RFSO) cancels and supersedes previous RFSO number 21C11-187065/B dated 2018-04-05 with a closing of 2018-07-12 at 02:00 PM.

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21C11-187065/C
Client Ref. No. - N° de réf. du client
21C11-18-7065

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-7-48058

Buyer ID - Id de l'acheteur
KIN650
CCC No./N° CCC - FMS No./N° VME

| | |
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PART 1 - GENERAL INFORMATION

1.1 Introduction

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

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided; 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 and any other annexes

1.2 Summary

1.2.1 Request for a National Individual Standing Offer (NISO) for the provision of raw materials, as specified in Annex A, for the manufacture of mattresses on an "as and when" requested basis for Correctional Service Canada, CORCAN Industries.

Specifically required is Fire Retardant Mattress Foam.

The period of the Standing Offer will be from date of issue to 31 March 2022.

1.2.2 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](#) (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.

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.

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:

Public Works and Government Services
Kingston Procurement
86 Clarence Street, 2nd Floor
Kingston, Ontario, K7L 1X3
Fax: (613) 545-8067
TPSGC.orrceptiondessoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca

Note: Offers will **be** 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: 613-545-8067

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 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 contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the offerors.

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: Financial Offer
Section II: 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: Financial Offer (1 hard copy)
Section II: Certifications (1 hard copy)

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

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

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

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

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

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

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

Section I: Financial Offer

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

3.1.1 Electronic Payment of Invoices - Offer

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "1" to Part 3 - Electronic Payment Instruments, to identify which ones are accepted.

If Annex "1" to Part 3 - Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

3.1.2 Exchange Rate Fluctuation

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

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Financial Evaluation

4.1.1.1 Mandatory Financial Criteria

The Bidder must provide firm prices for **all** items listed in Annex B – Basis of Payment.

4.1.1.2 Evaluation of Price

SACC *Manual* Clause [M0220T](#) (2016-01-28), Evaluation of Price-Bid

4.2 Basis of Selection

The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

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

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

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

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

6.2 Security Requirements

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

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.3.2 Standing Offers Reporting

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

The Offeror must provide this data in accordance with the reporting requirements detailed in annex "C" entitled "Standing Offer Reporting". 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.

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 date of issue to 31 March 2022.

6.4.2 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: Lori Rombough
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 86 Clarence Street
Kingston, ON K7L 1X3
Telephone: 613-545-8061
Facsimile: 613-545-8067
E-mail address: lori.rombough@pwgsc.gc.ca

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

6.5.2 Project Authority

The Project Authority 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 of the Work under the resulting Contract.

6.5.3 Offeror's Representative

Name: _____

Telephone No. _____

E-mail address: _____

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: CORCAN.

6.7 Call-up Instrument

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

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

or

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

6.8 Limitation of Call-ups

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

6.9 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions [2005](#) (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) the general conditions [2010A](#) (2018-06-21), General Conditions - Goods (Medium Complexity);
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment; and
- g) the Offeror's offer dated _____ .

6.10 Certifications and Additional Information

6.10.1 Compliance

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

6.11 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____ (*insert the name of the province or territory as specified by the Offeror in its offer, if applicable*).

6.12 Transition to an e-Procurement Solution (EPS)

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

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

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

B. RESULTING CONTRACT CLAUSES

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

6.1 Requirement

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

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

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

Section 16 Interest on Overdue Accounts, of [2010A](#) (2018-06-21), General Conditions - Goods (Medium Complexity) will not apply to payments made by credit cards.

6.3 Term of Contract

6.3.1 Period of the Contract

The Work is to be performed during the period of date of award to 31 March 2022.

6.3.2 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 prices, as specified in in Annex "B" for a cost of \$ (**as stipulated in the call-up document**). Customs duties are included and Applicable Taxes are extra.

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

6.4.2 Limitation of Price

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

6.4.3 Multiple Payments

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

6.4.4 Electronic Payment of Invoices – Call-up

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);

6.5 Invoicing Instructions

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

Each invoice must be supported by a copy of the release document and any other documents as specified in the Contract;

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

6.6 Insurance

SACC *Manual* clause [G1005C](#) (2016-01-28) Insurance

6.7 SACC Manual Clauses

2006-06-16 B7500C [Excess Goods](#)

ANNEX "A" - REQUIREMENT

1.1 Background

CORCAN operates approximately various worksites in 31 correctional institutions, and four community based locations, across Canada, providing offender employment and on the job training within five (5) business lines: textiles, manufacturing, construction, agriculture, and services (such as printing and laundry). CORCAN shops operate in a businesslike manner given their institutional setting and training imperatives. Most shops are ISO-certified. CORCAN's programs are intended to provide federally sentenced offenders with the opportunity to learn work skills, apprenticeships, etc.

CORCAN is part of the Correctional Service of Canada and is an offender employment and employability program. Products and services sold by CORCAN are manufactured by federal offenders and production sites operate in federal correctional institutions during specific times. Production capacity may be limited by the virtue of institutional operations or other program aspects of offender employment training.

Further information on the types of products produced can be found on the following websites: www.CORCAN.ca and www.csc-scc.gc.ca

1.2 CORCAN Mattress Manufacturing Sites

CORCAN Industries located in Drumheller Institution (Drumheller, Alberta), Dorchester Minimum Security Institution (Dorchester, New Brunswick) and Atlantic Institution (Renous, New Brunswick) are the primary foam mattress production facilities, assembling various types and sizes of mattresses.

1.3 General Requirements and Information

Supply and delivery of raw materials, specifically various sizes of mattress foam, for the manufacture of mattresses on an "as and when" requested basis for Correctional Services of Canada, CORCAN Industries.

- Annual mattress production by CORCAN: estimated at 4,000 to 5,000 (various sizes)
- Typical mattress sizes produced: 78"x30"x3", 78"x30"x4", 78"x36"x3", 78"x36"x4", 78"x39"x3" and 78"x39"x4"
- Weight Capacity: ability to support a maximum weight of 400 lbs
- Thickness: Minimum 5lbs/cf range
- Mattress life expectancy: under normal wear & tear, a foam mattress is expected to last for approximately 2 years.
- All products must be "new". Recycled material will not be accepted.

1.4 Mandatory Performance Criteria

Foam must meet or exceed the following Performance Values:

| Criteria | *Test Method | Performance Value |
|------------------|--|--------------------------|
| Density | ASTM D3574 | Minimum 5 lbs/cf range |
| Indentation | ASTM D3574 – Measured at 3" thickness at 25% deflection | 40 ± 5 lbs minimum |
| Compression Set | ASTM D3574 50% constant deflection – percentage of original thickness | 12% max |
| Tensile Strength | ASTM D3574 | 8 lbs/sq in Min |
| Tear Resistance | ASTM D3574 | Minimum 2.0 lbs per inch |
| Fungal Growth | ASTM G21 | No growth |

| Criteria | *Test Method | Performance Value |
|---------------------------------------|---|---|
| Radiant Panel Index | ASTM D3675 | Maximum flam index – 10 No flaming drips leaving specimen – no melting or dripping |
| NBS Smoke Chamber Smoke Generation | ASTM E662 Flaming and non-flaming modes 1” sample | Ds 90 sec – 100 maximum Ds 4 min – 175 maximum Dm – 200 maximum |
| Rate of Heat Release | ASTM E1354 A. Radiant Flux 35kW/m ² B. Horizontal mode 2” sample | Peak Heat Release Rate 75KW/m ² maximum 3 minute Average Heat Release Rate 30 kW/m ² |

1. Flame and smoke resistance shall be inherent in the material and not be affected by water, laundering, steam autoclave and other cleaning agents and methods. Flame resistance must not leach or migrate from cushioning material under any conditions.

2. Slab foam material must be inherently anti-microbial – not topically applied.

***Testing must be done within the last five years from the date of NISO issuance. Testing may be performed from the Supplier’s in-house laboratory or by an independent laboratory as long as that laboratory is third party certified**

1.5 Delivery

1.5.1 Delivery Time Turnaround:

CORCAN requires foam delivery of NO later than 25 working days from the receipt of a call-up document unless an alternate timeframe has been approved by the Identified User.

1.5.2 Packaging

a) Identification of Products - Product(s) must be labelled on the outer packaging and include the following information:

- Identification number
- Weight (pounds/kilograms)
- Standing Offer Number and Call-up Number
- Number of pieces, and
- Delivery date

1.5.3 Delivery Locations

| | |
|--|---|
| Atlantic Region Correctional Service of Canada - CORCAN ATLANTIC INSTITUTION 13175, Route 8 P.O. Box 102 Renous, New Brunswick E9E 2E1 | Atlantic Region Correctional Service of Canada - CORCAN DORCHESTER MINIMUM INSTITUTION 4902A Main Street Dorchester, NB E4K 2Y9 |
| Prairies Region Correctional Service of Canada - CORCAN DRUMHELLER INSTITUTION Highway #9 P.O. Box 3000 Drumheller, Alberta T0J 0Y0 | |

ANNEX "B" - BASIS OF PAYMENT

All information in italics will be removed from any resultant contract.

Attachment: *Bilingual Annex B-1.xls*

- *The estimated usage as stated herein is an estimate of the requirement made in good faith. The Standing Offer will be limited to the actual supplies ordered and delivered.*
- Pricing Basis "A" - All prices are firm all-inclusive prices in Canadian funds, including delivery, FOB destination, including Canadian customs duties and excise taxes, as applicable.
- Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is not to be included but is to be shown as a separate line item on all invoices.

BREAKDOWN OF STANDING OFFER TERM:

Year #1: **date of issue to 31 March 2020**
Year #2: **01 April 2020 to 31 March 2021**
Year #3: **01 April 2021 to 31 March 2022**

The minimum call-up is 300 units.

ANNEX "1" 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
21C11-187065/C
Client Ref. No. - N° de réf. du client
21C11-18-7065

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-7-48058

Buyer ID - Id de l'acheteur
KIN650
CCC No./N° CCC - FMS No./N° VME

ANNEX "C" - Standing Offers Reporting

| Item # | Description | Qty | Total |
|---------------|--------------------|------------|--------------|
| | | | |
| | | | |
| | | | |
| | | | |

ANNEX "D" – QUESTIONS RECEIVED DURING PREVIOUS SOLICITATION

Below are relevant questions received during solicitation 21C11-187065/B prior to its cancellation.

Q1. Will the bid be accepted if submitted in US dollars as has been done successfully in the past?

A1. All prices must be firm all-inclusive prices in Canadian funds, FOB destination, including Canadian customs duties and excise taxes, as applicable.

Q2. Will BidFax serve has the hard copy requested?

A2. Bid transmission by fax for all hard copies is acceptable.

Q3. The quantity on the pricing sheet seems to be less than quantities bought by Drumheller. As a result, it will increase freight costs per mattress insert. Could the pricing be in board feet instead of pieces? This would result in all sizes being included in the bid freight costs, and would reduce your pricing as a result. Alternately, can FOB Factory be acceptable, like they have recently been bought?

A3. Usages in the pricing sheet are estimations provided by CORCAN. Items must be priced by the piece and includes the shipping cost.

Q4. Is this is a 100% New Requirements, means New item & dept, is buying Fire Retardant Foam **1st time** starting from 2018? OR they have been buying exact same Fire Retardant Foam from many years?

A4. This is an ongoing requirement. The offer must be meet the specifications indicated in the current request for standing offer.

Q5. If your answer is NO to 1st time, than what was the Solicitation # for the last standing offer for Fire Retardant Foam? and what year & date it was published at that time?

A5. Refer to the previous request for standing offer number is 21K01-121000: [ARCHIVED Fire Retardant Mattress Foam \(21K01-121000/A\)](#).

Q6. Who (which Company / Contractor) had the standing offer awarded for the last standing offer for Fire Retardant Foam? and in which year it was awarded?

A6. Information with respect to issuance of the standing offer can be found here: [Fire Retardant Mattress Foam \(21K01-121000/001/KIN\)](#)

Q7. The last standing offer- how many years in total it was awarded? (2 years -3 years -4 years or 5 years)?

A7. Refer to the previous request for standing offer number is 21K01-121000: [ARCHIVED Fire Retardant Mattress Foam \(21K01-121000/A\)](#).

Q8. On page 13 of 18 it says following:

1.3 General Requirements and Information: Supply and delivery of raw materials, specifically various sizes of mattress foam, for the manufacture of mattresses on an "as and when" requested basis for Correctional Services of Canada, CORCAN Industries.

- **Annual production:** estimated at 5,000 (various sizes) mattresses.
- **Typical mattress sizes produced:** 78"X 30"X 3", 78"X 30"X 4", 78"X 36"X 3", 78"X 36"X 4", 78"X 39"X 3" and 78"X 39"X 4"

Is this standing offer documents page **13 of 18** in **PARA 1.3** referring **estimated 5,000 numbers specifically for Fire Retardant Foam Mattress?** OR **Does it** referring to **all other kind of mattresses** which has **no** Fire Retardant Foam?

A8. The annual production of estimated 5,000 mattresses refers to fire retardant foam mattresses.

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Q9. The all 3 Facilities---are they required various sizes Fire Retardant Foam in Flat & in Normal position OR Can they accept **Compressed Packaging Packed** various sizes Fire Retardant Foam as a Roll in the Roll format Packaging?

A9. Compressed packaging in a roll format is not acceptable due to storage constraints.

Q10. We are based in Ontario, supply to Alberta and New Brunswick facilities than in Invoice what is applicable? GST Only? or HST? Where & Which Place & Province we need to send Invoice? Kingston, Ontario? Advise please.

A10. Invoicing address will be noted on the call up document. It is the sole responsibility of the Contractor to charge taxes at the correct rate in accordance with applicable legislation.

Q11. Could the pricing be in board feet instead of pieces? This would result in all sizes being included in the bid freight costs, and would reduce your pricing as a result.

A11. CORCAN has confirmed that pricing must be provided in board feet.