



RETURN BIDS by:
RETOURNER LES SOUMISSIONS par :

Bid Receiving/Réception des soumissions

Procurement Hub | Centre d'approvisionnement
Fisheries and Oceans Canada | Pêches et Océans
Canada
301 Bishop Drive | 301 promenade Bishop
Fredericton, NB E3C 2M6

Email - courriel: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca

REQUEST FOR A STANDING OFFERS
DEMANDE D'OFFRES À COMMANDES

Proposal to: Fisheries and Oceans Canada

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : Pêches et Océans Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux appendices ci-jointes, les biens, les services, et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Title / Titre General Contracting Construction Services Standing Offer Pacific Biological Station – Nanaimo BC	
Solicitation No. / N° de l'invitation F5211-190570	Date January 8, 2020
Client Reference No. / No. de référence du client(e) F1744-181001	
Solicitation Closes / L'invitation prend fin At / à : 2:00 PM AT On / le : Wednesday, February 19, 2020	
F.O.B. / F.A.B. Destination	
Address Inquiries to : / Adresser toute demande de renseignements à : Kimberly Walker Telephone No. – No. De téléphone : 506-238-3511 Email / Courriel: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca	
Destination of Goods, Services, and Construction / Destination des biens, services, et construction See herein	

TO BE COMPLETED BY THE OFFEROR

A ÊTRE COMPLÉTER PAR L'OFFRANT

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



**REQUEST FOR STANDING OFFER (RFSO)
General Contracting Construction Services Standing Offer
PACIFIC BIOLOGICAL STATION – NANAIMO BC**

IMPORTANT NOTICE TO OFFERORS

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Request for Standing Offer (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>) are to be replaced with Fisheries and Oceans Canada (DFO).

THIS DOCUMENT CONTAINS AN INDUSTRIAL SECURITY REQUIREMENT

For further instructions please consult “Special Instruction to Offeror”, SI09, “Industrial Security related requirements” and “Supplementary Conditions” SC01 Industrial Security requirements, document safeguarding location.

DFO/CCG UPDATE ON ASBESTOS USE

Effective April 1, 2016, all Department of Fisheries and Oceans Canada (DFO)/Canadian Coast Guard (CCG) contracts for new construction and major rehabilitation will prohibit the use of asbestos-containing materials. Further information can be found at <http://www.tpsgc-pwgsc.gc.ca/comm/vedette-features/2016-04-19-00-eng.html>

Standing offers are not a guarantee of business and Fisheries and Oceans Canada is not obligated to use these services.

ADDITION OF TERMINOLOGY

Take note of the additional paragraph is included in clause R2810D identified in SC06.



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GENERAL INSTRUCTIONS TO OFFERORS – CONSTRUCTION SERVICES (GI)

GI01 (2016-04-04) Integrity provisions—Offer

1. The *Ineligibility and Suspension Policy* (the “Policy”) in effect on the date the offer solicitation is issued, and all related Directives in effect on that date, are incorporated by reference into, and form a binding part of the offer solicitation. The Offeror must comply with the Policy and Directives, which can be found at [Ineligibility and Suspension Policy](#).
2. Under the Policy, charges and convictions of certain offences against a Offeror, its affiliates or first tier subcontractors, and other circumstances, will or may result in a determination by Public Works and Government Services Canada (PWGSC) that the Offeror is ineligible to enter, or is suspended from entering into a contract with Canada. The list of ineligible and suspended Suppliers is contained in PWGSC’s Integrity Database. The Policy describes how enquiries can be made regarding the ineligibility or suspension of Suppliers.
3. In addition to all other information required in the offer solicitation, the Offeror must provide the following:
 - a. by the time stated in the Policy, all information required by the Policy described under the heading “Information to be Provided when Offering, Contracting or Entering into a Real Property Agreement”; and
 - b. with its offer, a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy. The list of foreign criminal charges and convictions must be submitted using an Integrity Declaration Form, which can be found at [Declaration form for procurement](#).
4. Subject to subsection 5, by submitting an offer in response to this offer solicitation, the Offeror certifies that:
 - a. it has read and understands the [Ineligibility and Suspension Policy](#);
 - b. it understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
 - c. it is aware that Canada may request additional information, certifications, and validations from the Offeror or a third party for purposes of making a determination of ineligibility or suspension;
 - d. it has provided with its offer a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy;
 - e. none of the domestic criminal offences, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and its proposed first tier subcontractors; and
 - f. it is not aware of a determination of ineligibility or suspension issued by PWGSC that applies to it.
5. Where an Offeror is unable to provide any of the certifications required by subsection 4, it must submit with its offer a completed Integrity Declaration Form, which can be found at [Declaration form for procurement](#).
6. Canada will declare non-responsive any offer in respect of which the information requested is incomplete or inaccurate, or in respect of which the information contained in a certification or declaration is found by Canada to be false or misleading in any respect. If Canada establishes after award of the Contract that the Offeror provided a false or misleading certification or declaration, Canada may terminate the Contract for default. Pursuant to the Policy, Canada may also determine the Offeror to be ineligible for award of a contract for providing a false or misleading certification or declaration.

GI02 (2014-03-01) Completion of offer

1. The offer shall be
 - a. submitted on the Offer and Acceptance Form provided through the Government Electronic Tendering Service (GETS) or on a clear and legible reproduced copy of such Offer and Acceptance Form that must be identical in content and format to the Offer and Acceptance Form provided through GETS;
 - b. based on the Offer Documents listed in the Special Instructions to Offerors;
 - c. correctly completed in all respects;



- d. signed by a duly authorized representative of the Offeror; and
 - e. accompanied by
 - i. any other document or documents specified elsewhere in the solicitation where it is stipulated that said documents are to accompany the offer.
2. Subject to paragraph 6) of GI09, any alteration to the pre-printed or pre-typed sections of the Offer and Acceptance Form, or any condition or qualification placed upon the offer may be cause for disqualification. Alterations, corrections, changes or erasures made to statements or figures entered on the Offer and Acceptance Form by the Offeror shall be initialed by the person or persons signing the offer. Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.
 3. Unless otherwise noted elsewhere in the Offer Documents, facsimile copies of offers are not acceptable.
 4. Canada will make available Notices of Proposed Procurement (NPP), offer solicitations and related documents for download through the Government Electronic Tendering Service (GETS). Canada is not responsible and will not assume any liabilities whatsoever for the information found on websites of third parties. In the event an NPP, offer solicitation or related documentation would be amended, Canada will not be sending notifications. Canada will post all amendments, including significant enquiries received and their replies, using GETS. It is the sole responsibility of the Offeror to regularly consult GETS for the most up-to-date information. Canada will not be liable for any oversight on the Offeror's part nor for notification services offered by a third party.

GI03 (2015-02-25) Identity or legal capacity of the Offeror

In order to confirm the authority of the person or persons signing the offer or to establish the legal capacity under which the Offeror proposes to enter into Contract, any Offeror who carries on business in other than its own personal name shall, if requested by Canada, provide satisfactory proof of

- a. such signing authority; and
- b. the legal capacity under which it carries on business;

prior to contract award. Proof of signing authority may be in the form of a certified copy of a resolution naming the signatory(ies) that is (are) authorized to sign this offer on behalf of the corporation or partnership. Proof of legal capacity may be in the form of a copy of the articles of incorporation or the registration of the business name of a sole proprietor or partnership.

GI04 (2015-02-25) Applicable Taxes

"Applicable Taxes" means the Goods and Services Tax (GST), the Harmonized Sales Tax (HST), and any provincial tax, by law, payable by Canada such as, the Quebec Sales Tax (QST) as of April 1, 2013.

GI05 (2015-02-25) Capital development and redevelopment charges

For the purposes of GC1.8, of R2810D "Laws, Permits and Taxes", in the General Conditions of the Contract, only fees or charges directly related to the processing and issuing of building permits shall be included. The Offeror shall not include any monies in the offer amount for special municipal development, redevelopment or other fees or charges which a municipal authority may seek as a prerequisite to the issuance of building permits.

GI06 (2015-02-25) Listing of Subcontractors and Suppliers

Notwithstanding any list of Subcontractors that the Offeror may be required to submit as part of the offer, the Offeror shall, within 48 hours of receipt of a notice to do so, submit all information requested in the said notice including the names of Subcontractors and Suppliers for the part or parts of the Work listed. Failure to do so shall result in the disqualification of its offer.

GI07 (2014-03-01) Submission of offer

1. The Offer and Acceptance Form, duly completed, shall be enclosed and sealed in an envelope provided by the Offeror, and shall be addressed and submitted to the office designated on the Front Page "Invitation to Tender" for the receipt of offers. The offer must be received on or before the date and time set for solicitation closing.



2. Unless otherwise specified in the Special Instructions to Offerors
 - a. the offer shall be in Canadian currency;
 - b. the requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All offers including such provision will render the offer non-responsive.
3. Prior to submitting the offer, the Offeror shall ensure that the following information is clearly printed or typed on the face of the offer envelope:
 - a. Solicitation Number;
 - b. Name of Offeror;
 - c. Return address; and
 - d. Closing Date and Time.
4. Timely and correct delivery of offers is the sole responsibility of the Offeror.
5. In addition, it is the Proponent's responsibility to:
 - a. obtain clarification of the requirements contained in the Request for Standing Offer, if necessary, before submitting a proposal;
 - b. submit an original of the proposal, duly completed, IN THE FORMAT REQUESTED, on or before the closing date and time set for receipt of proposals;
 - c. send its proposal only to the Department of Fisheries and Oceans mailing address specified on page 1 of the Request
6. for Standing Offer or to the e-mail address specified in the Request for Standing Offer; ensure that the Proponent's name, return address, the solicitation number and description, and solicitation closing date and time are clearly visible on the envelope or the parcel(s) containing the proposal; and provide a comprehensive and sufficiently detailed proposal that will permit a complete evaluation in accordance with the criteria set out in the Request for Standing Offer.
7. The technical and price components of the proposal must be submitted in separate, easily identified envelopes in accordance with the instructions contained in the proposal document. Both envelopes shall be submitted as one package which shall clearly and conspicuously display and indicate on the outside of the package the information identified in subparagraph .4.3 of GI07.
8. Timely and correct delivery of proposals to the office designated for receipt of proposals is the sole responsibility of the Proponent. Department of Fisheries and Oceans will not assume or have transferred to it those responsibilities. All risks and consequences of incorrect delivery of proposals are the responsibility of the Proponent.
9. The evaluation of proposals may result in authorization to utilize one or more Standing Offers in whole or in part, taking into consideration the evaluation criteria and selection method stated herein. The lowest or any proposal will not necessarily be authorized. In case of error in the calculation of prices, the unit prices will govern.

GI08 (2010-01-11) Revision of offer

1. An offer submitted in accordance with these instructions may be revised by letter or facsimile provided the revision is received at the office designated for the receipt of offers, on or before the date and time set for the closing of the solicitation. The letter or facsimile shall be on the Offeror's letterhead or bear a signature that identifies the Offeror.
2. Email revisions are to be sent to: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca
3. A revision to an offer that includes unit prices must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.



4. A letter or facsimile submitted to confirm an earlier revision should be clearly identified as a confirmation.
5. Failure to comply with any of the above provisions may result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

GI09 (2014-09-25) Rejection of offer

1. Canada may accept any offer, whether it is the lowest or not, or may reject any or all offers.
2. Without limiting the generality of paragraph 1) of GI11, Canada may reject an offer if any of the following circumstances is present:
 - a. the Offeror's offering privileges are suspended or are in the process of being suspended;
 - b. the offering privileges of any employee or subcontractor included as part of the offer are suspended or are in the process of being suspended, which suspension or pending suspension would render that employee or subcontractor ineligible to offer on the Work, or the portion of the Work the employee or subcontractor is to perform;
 - c. the Offeror is bankrupt, or where for whatever reason, its activities are rendered inoperable for an extended period;
 - d. evidence, satisfactory to Canada, of fraud, bribery, fraudulent misrepresentation or failure to comply with any law protecting individuals against any manner of discrimination, has been received with respect to the Offeror, any of its employees or any subcontractor included as part of its offer;
 - e. evidence satisfactory to Canada that based on past conduct or behavior, the Offeror, a sub-contractor or a person who is to perform the Work is unsuitable or has conducted himself/herself improperly;
 - f. with respect to current or prior transactions with Canada
 - i. Canada has exercised, or intends to exercise, the contractual remedy of taking the work out of the Offeror's hands with respect to a contract with the Offeror, any of its employees or any subcontractor included as part of its offer; or
 - ii. Canada determines that the Offeror's performance on other contracts is sufficiently poor to jeopardize the successful completion of the requirement being offer on.
3. In assessing the Offeror's performance on other contracts pursuant to subparagraph 2)(f)(ii) of GI11, Canada may consider, but not be limited to, such matters as:
 - a. the quality of workmanship in performing the Work;
 - b. the timeliness of completion of the Work;
 - c. the overall management of the Work and its effect on the level of effort demanded of the department and its representative; and
 - d. the completeness and effectiveness of the Offeror's safety program during the performance of the Work.
4. Without limiting the generality of paragraphs 1), 2) and 3) of GI11, Canada may reject any offer based on an unfavourable assessment of the
 - a. adequacy of the offer price to permit the work to be carried out and, in the case of a offer providing prices per unit, whether each such price reasonably reflects the cost of performing the part of the work to which that price applies;
 - b. Offeror's ability to provide the necessary management structure, skilled personnel, experience and equipment to perform competently the work under the Contract; and
 - c. Offeror's performance on other contracts.
5. Where Canada intends to reject an offer pursuant to a provision of paragraphs 1), 2), 3) or 4) of GI11, other than subparagraph 2)(a) of GI11, the contracting Authority will inform the Offeror and provide the Offeror ten (10) days within which to make representations, before making a final decision on the offer rejection.
6. Canada may waive informalities and minor irregularities in offers received if Canada determines that the variation of the offer from the exact requirements set out in the Offer Documents can be corrected or waived without being prejudicial to other Offerors.



GI10 (2015-02-25) Offer costs

No payment will be made for costs incurred in the preparation and submission of an offer in response to the offer solicitation. Costs associated with preparing and submitting an offer, as well as any costs incurred by the Offeror associated with the evaluation of the offer, are the sole responsibility of the Offeror.

GI11 (2019-05-30) Procurement Business Number

Offerors are required to have a Procurement Business Number (PBN) before issuing a Standing Offer. Suppliers may register for a PBN online at [Supplier Registration Information](#). For non-Internet registration, suppliers may contact the InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

GI12 (2013-04-25) Compliance with applicable laws

1. By submission of an offer, the Offeror certifies that the Offeror has the legal capacity to enter into a contract and is in possession of all valid licences, permits, registrations, certificates, declarations, filings, or other authorizations necessary to comply with all federal, provincial and municipal laws and regulations applicable to the submission of the offer and entry into any ensuing contract for the performance of the work.
2. For the purpose of validating the certification in paragraph 1) of GI12, a Offeror shall, if requested, provide a copy of every valid licence, permit, registration, certificate, declaration, filing or other authorization listed in the request, and shall provide such documentation within the time limit(s) set out in the request.
3. Failure to comply with the requirements of paragraph 2) of GI12 shall result in disqualification of the offer.

GI13 (2015-02-25) Approval of alternative materials

When materials are specified by trade names or trademarks, or by manufacturers' or suppliers' names, the offer shall be based on use of the named materials. During the solicitation period, alternative materials may be considered provided full technical data is received in writing by the Contracting Authority at least ten (10) calendar days prior to the solicitation closing date. If the alternative materials are approved for the purposes of the offer, an addendum to the offer documents shall be issued.

GI14 (2010-01-11) Performance evaluation

1. Offerors shall take note that the performance of the Offeror during and upon completion of the work shall be evaluated by Canada. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety. Should the Offeror's performance be considered unsatisfactory, the Offeror's offering privileges on future work may be suspended indefinitely.
2. The form - Contractor Performance Evaluation Report Form, is used to record the performance.
http://forms-formulaires.dfo-mpo.gc.ca/Forms/FP_5135_E.pdf

GI15 (2011-05-16) Conflict of interest—unfair advantage

1. In order to protect the integrity of the procurement process, Offerors are advised that Canada may reject an offer in the following circumstances:
 - a. if the Offeror, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the offer solicitation or in any situation of conflict of interest or appearance of conflict of interest;
 - b. if the Offeror, any of its subcontractors, any of their respective employees or former employees had access to information related to the offer solicitation that was not available to other Offerors and that would, in Canada's opinion, give or appear to give the Offeror an unfair advantage.
2. The experience acquired by a Offeror who is providing or has provided the goods and services described in the offer solicitation (or similar goods or services) will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This Offeror remains however subject to the criteria established above.



3. Where Canada intends to reject an offer under this section, the Contracting Authority will inform the Offeror and provide the Offeror an opportunity to make representations before making a final decision. Offerors who are in doubt about a particular situation should contact the Contracting Authority before offer closing. By submitting an offer, the Offeror represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Offeror acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.

GI16 (2016-04-04) Code of Conduct for Procurement—offer

The [Code of Conduct for Procurement](#) provides that Offerors must respond to offer solicitations in an honest, fair and comprehensive manner, accurately reflect their capacity to satisfy the requirements set out in the offer solicitation and resulting contract, submit offers and enter into contracts only if they will fulfill all obligations of the Contract. By submitting an offer, the Offeror is certifying that it is complying with the *Code of Conduct for Procurement*. Failure to comply with the *Code of Conduct for Procurement* may render the offer non-responsive.



SPECIAL INSTRUCTIONS TO OFFEROR'S (SI)

SI01 INTRODUCTION

1. The Department of Fisheries and Oceans (DFO) is inviting Offerors to submit proposals for Standing Offers. The selected offerors shall provide a range of services as identified in the Statement of Work section of this document.
2. It is DFO's intention to authorize up to three (3) Standing Offers, each for a period of five (5) years. The total dollar value of all Standing Offers is estimated to be (\$1,000,000.00) (GST or HST included). Individual call-ups will vary, up to a maximum of (\$50,000.00) (GST or HST included). Offerors should note that there is no guarantee that the full or any amount of the Standing Offers will be called-up; DFO will issue call-ups only when the specific services to be provided under the Standing Offer are needed. Please refer to Section SOP04, CALL-UP PROCEDURE.

SI02 OFFER DOCUMENTS

1. The following are the Offer Documents:
 - a. Request for Standing Offer - Page 1;
 - b. General Instructions to Offeror's- Construction Services
 - c. Special Instructions to Offerors;
 - d. Clauses & Conditions identified in "Call-up Clauses or Resulting Contract Documents;
 - e. Drawings and Specifications;
 - f. Price Proposal form and related Appendix(s); and
 - g. Any amendment issued prior to solicitation closing.

Submission of an Offer constitutes acknowledgement that the Offeror has read and agrees to be bound by these documents.

SI03 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this Offer must be submitted in writing to the Contracting Authority named on the Request for Standing Offer (RFSO) Page 1 at e-mail address DFOtenders-soumissionsMPO@dfo-mpo.gc.ca. Except for the approval of alternative materials as described in GI13 enquiries should be received no later than ten (10) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may result in an answer NOT being provided.
2. To ensure consistency and quality of the information provided to Offerors the Contracting Authority will examine the content of the enquiry and shall decide whether or not to issue an amendment.
3. All enquiries and other communications related to this offer sent throughout the solicitation period must be directed ONLY to the Contracting Authority named in paragraph 1. above. Failure to comply with this requirement may result in the offer being declared non-compliant.

SI04 QUANTITY

The amount of work and estimated expenditure specified in the RFSO are only an approximation of requirements. The making of an offer by the Offeror shall not constitute an agreement by Canada. Canada may make one or several call-ups against a standing offer.

SI05 DFO OBLIGATION

A RFSO does not commit DFO to authorize the utilization of a standing offer or to pay any cost incurred in the submission of offers, or cost incurred in making necessary studies for the preparation thereof, or to procure or contract for any services. DFO reserves the right to reject or authorize for utilization any offer in whole or in part, with or without further discussion or negotiation. Canada reserves the right to cancel or amend the RFSO at any time.



SI06 Mandatory Site Visit

1. **There will be a site visit on January 29 at 10 am local.** Interested bidders are to meet at Pacific Biological Station, 3190 Hammond Bay Rd, Nanaimo, BC V9T 6N7 – Main entrance.
2. The site visit for this project is MANDATORY. The representative of the Bidder must sign the Site Visit Attendance Sheet at the site visit. Bids submitted by **Bidders who have not signed the attendance sheet will be rejected.**
3. Safety Attire - It is mandatory that all persons attending the site visit have the proper personal protection equipment (safety glasses, footwear, vests and hard hats etc.). Contractor`s personnel/individuals who do not have the proper safety attire may be denied access to the site.
4. Security pre-screening: All the individuals attending the site visit will be escorted. The names of each individual attending the site visit, along with the name of the firm they represent, phone number and email must be provided to the Contracting Authority by [date] at [time] in order to gain access to the site.

SI07 REVISION OF OFFER

An offer may be revised by letter or facsimile in accordance with “General Instructions to Offerors – Construction Services to Offerors“. The facsimile number for receipt of revisions is [506-452-3676](tel:506-452-3676).

SI08 OFFER VALIDITY PERIOD

1. The offer cannot be withdrawn for the period of ninety (90) days following the RFSO closing date.
2. Canada reserves the right to seek an extension to the offer validity period. Upon notification in writing from Canada, Offerors shall have the option to either accept or reject the proposed extension.
3. If the extension referred to in paragraph 2 above is accepted, in writing, by all those who submitted offers, then Canada shall continue immediately with the evaluation of the offers and its approvals processes.
4. If the extension referred to in paragraph 2 above is not accepted in writing by all those who submitted offers then Canada shall, at its sole discretion, either
 - a. continue to evaluate the offers of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the request for proposal.
5. The provisions expressed herein do not in any manner limit Canada's rights in law or under G109 “General Instructions to Offerors – Construction Services“.

SI09 INDUSTRIAL SECURITY RELATED REQUIREMENTS

1. At offer closing, the Offeror must hold a valid Security Clearance as indicated in section SC01 of the Supplementary Conditions. Failure to comply with this requirement will render the offer non-compliant and no further consideration will be given to the offer.
2. The successful Offeror's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC01 of the Supplementary Conditions. **Individuals who do not have the required level of security will not be allowed on site.** It is the responsibility of the successful Offeror to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful Offeror's non-compliance with the mandatory security requirement.



3. For additional information on security requirements, offerors should consult the “Security Requirements for PWGSC Offer Solicitations - Instructions for Offerors” on the Standard Procurement Documents Web site [Industrial Security Program](#)

SI10 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

1. Buy and Sell <https://www.achatsetventes-buyandsell.gc.ca>
2. Contractor Performance Evaluation Report
<http://forms-formulaires.dfo-mpo.gc.ca/en/menu/67>
3. Standard Acquisition Clauses and Conditions (SACC) Manual
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>
4. PWGSC, Industrial Security Services
<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>
5. PWGSC, Code of Conduct and Certifications
<https://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>
6. Construction and Consultant Services Contract Administration Forms Real Property Contracting
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>
7. Declaration Form
<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>
8. Trade agreements
<https://buyandsell.gc.ca/policy-and-guidelines/Policy-and-Legal-Framework/Trade-Agreements>



CALL-UPS CLAUSES OR RESULTING CONTRACT DOCUMENTS (CD)

1. The following are the “call up” contract documents:

- a. Contract Page when signed by Canada;
- b. Duly completed Price Proposal Form and any Appendices attached thereto;
- c. Drawings and Specifications;
- d. General Conditions and clauses

GC1	General Provisions – Construction Services	R2810D	(2017-08-17);
GC2	Administration of the Contract	R2820D	(2016-01-28);
GC3	Execution and Control of the Work	R2830D	(2015-02-25);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2550D	R2850D (2016-01-28);
GC6	Delays and Changes in the Work	R2860D	(2016-01-28);
GC7	Default, Suspension or Termination of Contract	R2870D	(2008-05-12);
GC8	Dispute Resolution	R2884D	(2016-01-28);
GC9	Insurance	R2900D	(2008-05-12);
	Allowable Costs for Contract Changes under GC6.4.1	R2950D	(2015-02-25);
	Supplementary Conditions		
- e. Any amendment issued or any allowable offer revision received before the date and time set for solicitation closing;
- f. Any amendment incorporated by mutual agreement between Canada and the Offeror before acceptance of the offer; and
- g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.

2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Standing Offer Agreement (SOA) 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>) are to be replaced with Fisheries and Oceans Canada (DFO).

3. The language of the contract documents is the language of the Price Proposal Form submitted.



STANDING OFFER PARTICULARS

SOP01 GENERAL

1. The Offeror acknowledges that a standing offer is not a contract and that the issuance of a Standing Offer and Call-up Authority does not oblige or commit Canada to procure or contract for any services listed in the Standing Offer.
2. The Offeror offers to provide and deliver to Canada the services described in the Standing Offer, in accordance with the pricing set out in the Request for Standing Offer if, and when the Contracting Authority may request such services, in accordance with the conditions listed at subsection 3 below.
3. The Offeror understands and agrees that:
 - a. a call-up against the Standing Offer will form a contract only for those services which have been called-up, provided that such call-up is made in accordance with the provisions of the Standing Offer;
 - b. Canada's liability is limited to that which arises from call-ups against the Standing Offer made within the period specified in the Standing Offer;
 - c. Canada has the right to procure the services specified in the Standing Offer by means of any other contract, standing offer or contracting method;
 - d. the Standing Offer cannot be assigned or transferred in whole or in part;
 - e. the Standing Offer may be set aside by Canada at any time.

SOP02 PERIOD OF THE STANDING OFFER

The period for placing call-ups against the Standing Offer shall be for five (5) years commencing from the start date identified on the Standing Offer.

SOP03 CALL-UP LIMITATION

Each call-up against the Standing Offer will have a maximum limitation of expenditure of (\$50,000.00) (Applicable Taxes included).

SOP04 CALL-UP PROCEDURE

1. Services will be called-up as follows:
 - a. The Departmental Representative will establish the scope of services to be performed. For each individual Call-Up, offerors will be considered using a computerized distribution system. This system will track all call-ups assigned to each offeror and will maintain a running total of the dollar value of business distributed. The system will contain for each offeror an ideal business distribution percentage which has been established as follows; [50]% of the business for the responsive lowest price offeror, [30]% for the 2nd responsive lowest price offeror and (20)% for the 3rd responsive lowest price offeror. In the event fewer than three (3) offerors are successful, the undistributed % of business will be redistributed amongst the offerors being recommended using the following formula:

$$\text{Revised Distributions \%} = \frac{\text{pre-established \%}}{100 \text{ less the non distributed \%}} \times 100$$

The Offeror who is furthest under their respective ideal business distribution percentage in relation to the other Offerors will be selected for the next call-up.



- b. For each individual call-up the Offeror will be provided the scope of work and will submit an offer to the Departmental Representative in accordance with the unit rates established under the Standing Offer. The Offeror's offer shall include all of the work as specified including; mobilizing, sub-trades, materials, labour, tools, administration fees and supervision including building permits as per local regulations.
- 2. The Offeror will be authorized in writing by the Contracting Authority to proceed with the work by issuance of a Call-up against the Standing Offer using form 2829.
- 3. Any proposed changes to the scope of work are to be discussed with the Departmental Representative but any resulting changes can only be authorized by an amendment issued by the Contracting Authority.

SOP05 CALL-UP AUTHORITY

Call-ups under \$50,000.00

- .1 Under this standing offer, the technical authority (or is delegate with contracting duly delegated authority within DFO) may issue call-ups lower than \$50,000.00 (including taxes).

SOP06 STANDING OFFER RESPONSIBLES

Standing Offer Contracting Authority is :

Name : Kimberly Walker
 Title: Senior Contracting Officer
 Department : Fisheries and Oceans
 Division: Material and Procurement Services
 Telephone : 506-238-3511
 E-mail : DFOtenders-soumissionsMPO@dfo-mpo.gc.ca

The Contracting Authority is responsible for the establishment and administration of the Standing Offer and it's revision if needed. The Contracting Authority is responsible for all contractual related questions regarding call-ups.

Standing Offer Technical Authority is : (To be provided at standing offer award)

The Technical Authority represents the Department or Organisation for which the works are executed within a call-up. The Technical Authority is responsible for all technical related questions regarding call-ups.

Name : _____
 Title : _____
 Department : _____
 Division : _____
 Telephone : ____ - ____ - _____
 e-mail : _____

The selected Offeror for the standing offer is : (To be provided at standing offer award)

Name : _____
 Contact : _____
 Address : _____
 Telephone : ____ - ____ - _____
 e-mail : _____

SOP07 BASIS OF PAYMENT



In consideration of the Contractor satisfactorily completing all of its obligations under the issued Call-Up, the Contractor will be paid a firm price

1.1 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12), Single Payment

1.2 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:

- .1 a copy of time sheets to support the time claimed;
 - .2 a copy of the invoices, receipts and vouchers for all direct expenses;
- .2 Invoices must be distributed as follows:
 - .1 The original must be forwarded to the address shown on page 1 of the Contract for certification and payment.

1.3 Invoice Control

1. Overall supervision of each call-out is included in the labour rates negotiated. Payment for labour shall be for person actively working on each project.
2. Verification of time charged may be requested by the Site Authority before payment is made under the terms of the contract. A labour voucher showing certification by DFO personnel of time of arrival and departure on the job site would be required as certification.
3. Invoices must be received by the Site Authority no later than 30 days after completion of work.
4. Invoice must show:
5. The call-up number;
 - a. Appropriate requisition number, project file/work order number;
 - b. The date the work was carried out
 - c. The number of hours spent of each trade in actual labour and the location where work was performed, labour rates charged must correspond with the rate quoted.
 - d. The materials/ or parts used and the cost of each item/identify the percentage markup showing the amount and
 - e. HST must be shown as a separate item.



SUPPLEMENTARY CONDITIONS (SC)

SC01 INDUSTRIAL SECURITY RELATED REQUIREMENTS, DOCUMENT SAFEGUARDING

1. There is no documents safeguarding security requirement applicable to this Standing Offer
2. Individual call-ups may impose security related requirements and will be given to the contractor as part of the Scope of Work given when soliciting the call-up.

SC02 INSURANCE TERMS

- 1) Insurance Contracts
 - (a) The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
 - (b) Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the agreement. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the agreement and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.
- 2) Period of Insurance
 - (a) The policies required in the Certificate of Insurance must be in force and be maintained throughout the duration of the standing offer period.
 - (b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.
- 3) Proof of Insurance
 - (a) Before commencement of the Work, and no later than thirty (30) days after acceptance of its offer, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
 - (b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

4) Insurance Proceeds

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

5) Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

SC03 INTERPRETATION

R2810D General Condition GC1.1.2 Terminology is modified to include the following,

“Architectural and Engineering Services ”:

means services to provide a range of investigation and recommendation reports, planning, design, preparation, or supervision of the construction, repair, renovation or restoration of a work and includes contract administration services, for real property projects.



“Construction Services ”:

means construction, repair, renovation or restoration of any work except a vessel and includes; the supply and erection of a prefabricated structure; dredging; demolition; environmental services related to a real property; or, the hire of equipment to be used in or incidentally to the execution of any construction services referred to above.

“Facility Maintenance Services ”:

means services related to activities normally associated with the maintenance of a facility and keeping spaces, structures and infrastructure in proper operating condition in a routine, scheduled, or anticipated fashion to prevent failure and/or degradation including inspection, testing, servicing, classification as to serviceability, repairs, rebuilding and reclamation, as well as cleaning, waste removal, snow removal, lawn care, replacement of flooring, lighting or plumbing fixtures, painting and other minor works.



APPENDIX 1 - THE OFFER AND ACCEPTANCE FORM

BA01 IDENTIFICATION

REQUEST FOR STANDING OFFER – **General Contracting Construction Services Standing Offer**
PACIFIC BIOLOGICAL STATION – NANAIMO BC

SOLICITATION NUMBER: F5211-190570

BA02 BUSINESS NAME AND ADDRESS OF OFFEROR

Name: _____

Address: _____

Telephone: _____ Fax: _____ PBN: _____

E-mail address: _____

Industrial Security Program Organisation Number (ISP ORG#) _____
(when required)

BA03 THE OFFER

The offeror offers to Canada to perform and complete the work identified in the statement of work and in accordance with the request for standing offer documents for the total bid amount indicated in appendix 4 –financial proposal.

BA04 OFFER VALIDITY PERIOD

The offer must not be withdrawn for a period of **ninety (90)** days following the date of solicitation closing.

BA05 SIGNATURE

Name and title of person authorized to sign on behalf of Offerer (Type or print)

Signature

Date



APPENDIX 2 - INTEGRITY PROVISIONS – LIST OF NAMES

(Text copied from the Ineligibility and Suspension Policy <http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html> dated 2016-04-04)

List of names:

All Offerors, regardless of their status under the Policy, must submit the following information when participating in a procurement process or real property transaction:

- Offerors that are corporate entities, including those offering as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- Offerors offering as sole proprietors, including sole proprietors offering as joint ventures, must provide a complete list of the names of all owners; or
- Offerors that are a partnership do not need to provide a list of names.

If the list of names has not been received in a procurement process or real property transaction by the time the evaluation of Offers is completed, or has not been received in a procurement process or real property transaction where no Offer will be submitted, the Contracting Authority will inform the Offeror of a time within which to provide the information. Providing the required names is a mandatory requirement for award of a contract or real property agreement. Failure to provide the list of names within the time specified will render an Offer non-responsive, or the Offeror otherwise disqualified for award of a contract or real property agreement.



APPENDIX 3 - STATEMENT OF WORK

LOCATION:

General Contracting and Construction Services to be performed at the Pacific Biological Station, 3190 Hammond Bay Rd, Nanaimo, BC, V9T 6N7

STANDING OFFER PERIOD

Upon standing offer award till March 31st, 2025

GENERAL REQUIREMENTS

1. Standing offer holder to supply all labour, materials, tools, equipment and supervision and transportation required to perform construction repairs and/or facility re-fits on as and when requested basis during the Standing Offer period. There will be no subcontracting of any part of this contract by the standing offer holder without the written permission from a Fisheries and Oceans Site Authority.
2. Scope of work, quality, and type of material will be provided with each request for services
3. Work under this Standing Offer may include but is not limited to:
 - a) Site work refurbishments
 - b) Demolition
 - c) Rough and Finish Carpentry
 - d) Installation of doors and hardware
 - e) Concrete and Masonry
 - f) Drywall
 - g) Flooring
 - h) Minor metal work / metal siding
 - i) Project related plumbing and electrical work
4. All materials and services provided MUST be reviewed and accepted by to the Site/Technical Authority.
5. Technical direction shall be the responsibility of the Site Authority
6. Site authority shall have the following rights:
 - a) The authority to decide whether to accept or reject the work performed based on whether it has been performed to level of quality specified;
 - b) The authority to question, accept or reject the quality of any labor, and/or material used in the execution of the work; and
 - c) authority to define the Standing offer holder's area(s) of responsibilities within the proposed contract
7. The standing offer holder shall maintain a means of contact, i.e., Telephone, cell phone or pager (if available) during normal working hours (0800 to 1700 Monday to Friday) and must provide an emergency contact outside normal working hours.
8. Movement around the site is subject to the following restrictions:
 - a) strict observance of posted speed limits,
 - b) strict adherence to security and safety regulations as identified by DFO, (Orientation Manual available at contract award)
 - c) strict compliance with all smoking restrictions,
 - d) damage caused through lack of care or observation of fire and safety measures by the standing offer holder's employees will be assessed against the standing offer holder,
 - e) parking of vehicles shall be as directed by the site authority
 - f) standing offer holder shall be familiar with the fire safety regulations and shall meet with the fire safety warden prior to initial work start up to ensure their knowledge of procedures and regulations.
 - g) The Offeror's team of employees working on site must have at least one employee on site at all times with a current Trade Qualification Certificate for the project being undertaken, such as a Journeyman Carpenter.*A copy of the employee(s) certification(s) must be provided with this proposal for verification purposes
 - h) Laborer / helper / apprentice must have a least two years' experience in Carpentry or Bldg. Construction
 - i) Sub-trades must have Journeyman Trade Qualification
 - j) Sub-trade laborer / helper / apprentice certification with at least two years' experience in the specific trade



- k) Contractor must provide copies of the valid certifications, and qualifications for all of its employees and sub trades who will working on site.

PERIODIC REPORTS

1. The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchase orders, including purchases paid for by a Government of Canada Acquisition Card. The date must be aggregated and submitted on a yearly basis to the Site Authority. Reports must be submitted to the Standing Offer Authority no later than fifteen days after:
31 March 2021;
31 March 2022;
31 March 2023;
31 March 2024 &
31 March 2025.
If no goods or services are provided during a given period, the Offeror must still provide a "Nil" report.
2. The Offeror accepts that failure to comply with reporting requirements may result in the setting aside of the Standing offer.

CONSTRUCTION SAFETY:

1. Observe and enforce construction safety measures required by National Building Code, Work Safe British Columbia, all latest editions.
2. The standing offer holder must ensure compliance on their part and on the part of all their substanding offer holders with the standards of part II Canada Labour Code and the Occupational Health and Safety Regulations as well as compliance with the Work Safe BC and any regulations there under the said Act having to do with the prevention of accidents, the prevention of diseases and the provision of safe working conditions including proper personal protection equipment and ventilation. In the event of conflict between Work Safe BC and regulations and Canada Labour Code Part II, and Occupational Health and Safety Regulations, the most stringent provision shall apply.

DAMAGES:

1. All damages resulting from work carried out by the Standing offer holder or their representative(s) shall be rectified by the standing offer holder upon notification by the Site Authority at no cost to the crown.

STANDARD OF WORK:

1. All work referred to in this agreement must be carried out to the complete satisfaction of the Site Authority. All usage of replacement parts referred to in this agreement must be carried out in accordance to the manufacturer's instructions, policy and guidelines and government site regulations. All work shall be done in accordance with the National Building Code, BC and Canadian Electrical Codes, National Fire Code, BC Plumbing Code and all local and municipal regulations, all to latest editions. Standing offer holder must ensure that all employees assigned to work on DFO property have been fully trained, are qualified and hold a current journeyman trade ticket in the appropriate discipline issued by a Province of Canada.
2. All employees assigned to work on this Standing Offer must to be experienced to perform work within areas which may present exposure to chemicals, industrial equipment, extensive fresh/salt water systems and automated industrial equipment as renovations are required within shops and hazardous storage facilities and around operational marine environments.

INSPECTION OF WORK:

1. The standing offer holder shall provide work schedules when requested and advise the Site Authority upon completion of the work. Site inspection of the area under contract, shall be conducted by the Site Authority. The overall performance of the standing offer holder, the quality of work and type of material used must be assessed by the Site Authority.

MATERIALS:

1. Materials and parts used shall be new and those specified by the manufacturer of the equipment, provided that such parts are available. If they are not available, parts equal to the manufacturer's specifications may be installed. Substitute parts may only be installed with the approval of the Site Authority.



2. If, in an emergency, the standing offer holder installs parts other than those specified, the standing offer holder shall replace them with specified parts or equal, before claiming payment. No claim for anything other than specified parts shall be made unless conditions in paragraph 1 prevail.
3. Replacement parts shall match existing installations unless otherwise directed by the site authority.
4. Deliver, store and maintain packaged material and equipment with manufacturer's seals and labels intact. Prevent damage, adulteration and soiling of material and equipment during delivery, handling and storage. Immediately remove rejected material and equipment from site.

REMOVAL OF MATERIAL AND EQUIPMENT:

1. The standing offer holder will not remove any salvageable material or equipment from the job site without permission from the Buildings and Grounds Supervisor or the Site Authority.

HOURS OF WORK:

1. The standing offer holder shall be required to perform services during regular working hours (0800 to 1700 Monday to Friday inclusive, except during statutory holidays). However, at times it will be necessary to respond to emergency call outs on weekends, statutory holidays and at times outside of regular working hours.

RESPONSE TIME:

1. Standing offer holder is requested to commence work: (unless otherwise specified)
 1. Normal Call Ups - within 48 hours of receipt and acceptance of a call-up by DFO
 2. Emergency Call Ups - within 2 hours of receipt and acceptance of a call-up by DFO.

TEMPORARY FACILITIES:

1. Electric power and water is available free of charge in all buildings. Standing offer holder shall provide all equipment and labour necessary to connect to existing sources. DFO may discontinue supply of power and water at any time.
2. The Standing offer holder must obtain prior approval from the site authority or for any shutdown or closure of an active service or facility.

CLEAN UP

1. Upon completion of the work identified under the call-up, the standing offer holder is responsible to remove all surplus material, equipment, plant tools and debris. The jobsite must be left in a clean and tidy condition to the satisfaction of the Site Authority. DFO reserves the right to salvage any materials/equipment which are made surplus during the course of work and that they may deem useful to the department in future work.

STANDING OFFER HOLDERS' USE OF SITE

1. Use of the site is limited to work areas where equipment has to be serviced or work has to be performed.
2. Leave area, where work has to be performed in a clean and orderly condition. Clean all surfaces of building where soiled by activities of workforce of this contract.
3. Provide temporary barriers and warning signs as necessary in locations where maintenance work is adjacent to areas used by the public or government staff.
4. Do not stand on desk, tables, equipment etc.

SECURITY CLEARANCE

1. The standing offer holder shall, on request of the Departmental Representative, provide, and cause all persons employed in the premises to execute the Services to provide, personal data for security clearance purposes. The security clearance procedure may include fingerprinting.
2. The Standing offer holder shall also provide to the Departmental Representative, on a quarterly basis, an updated and accurate list of its employees requiring access to the premises. Such lists shall be in the form stipulated by the Departmental Representative.



3. Notwithstanding the result or status of any security screening with respect to the Standing offer holder's employees, the Standing offer holder shall, upon demand of the Departmental Representative, remove from the premises, for security reasons, any of its employees.
4. Canada shall not be responsible for any cost to the Standing offer holder of any kind or nature, which may arise from the exercise of the rights of Canada or the Departmental Representative

PRECAUTIONS AGAINST DAMAGE, INFRINGEMENT OF RIGHTS, FIRE ETC.

1. The Standing offer holder shall, at his own expense, do whatever is necessary to ensure that
 - .1 no person, property, right, easement or privilege is injured, damaged or infringed by reason of the Standing offer holder's activities under this Contract;
 - .2 pedestrians and other traffic on any public or private road or waterway is not unduly impeded, interrupted or endangered by the execution or existence of the Work and plant;
 - .3 fire hazards are eliminated and in the case of a fire in or about the works that it is promptly Extinguished;
 - .4 the health of all persons employed on the Work is not endangered;
 - .5 adequate medical supervision of all persons employed on the Work is maintained;
 - .6 adequate sanitation measures in respect of the Work are taken; and
 - .7 all stakes, buoys, and marks placed on or about the works by or under the authority of the Engineer are protected and are not removed, defaced or altered.

CONSTRUCTION SITE HEALTH & SAFETY

References

1. Canada Labour Code - Part II, Canada Occupational Health and Safety Health Regulations.
2. National Building Code of Canada (NBC):
 - .1 Part 8, Safety Measures at Construction and Demolition Sites.
3. Fire Commissioner of Canada (FCC):
 - .1 FCC No. 301-1982, Standard for Construction Operations.
 - .2 FCC No. 302-1982, Standard for Welding and Cutting.
4. Province of British Columbia:
 - .1 Work Safe BC (Occupational Health & Safety), Amendment Act, B.C. Reg. 185/99, herein referred to as the Workers Compensation Act (WCA).
5. Canadian Standards Association (CSA):
 - .1 CSA S269.1-1975 (R1998), Falsework for Construction Purposes.
 - .2 CSA S269.2-M87 (R1998), Access Scaffolding for Construction Purposes.
 - .3 CSA-S350-M1980(R1998), Code of Practice for Safety in Demolition of Structures.
6. American National Standards Institute (ANSI):
 - .1 ANSI A10.3, Operations – Safety Requirements for Powder- Actuated Fastening Systems

WORK SAFE BC COVERAGE

1. Comply fully with the Work safe BC Act, regulations and orders made pursuant thereto, and any amendments up to the completion of the work.
2. Maintain Work Safe BC coverage during the term of the Standing Offer, until and including the date that the Certificate of Final Completion is issued.
3. Compliance with Regulations



- a) DFO may terminate the Contract/Call-ups without liability to DFO where the Standing offer holder, in the opinion of DFO refuses to comply with a requirement of the Workers' Compensation Act or the Occupational Health and Safety Regulations.
- b) It is the Standing offer holder's responsibility to ensure that all workers are qualified, competent and certified to perform the work as required by the Workers' Compensation Act or the Occupational Health and Safety Regulations.
- c) All standing offer holder employees will be required to complete site orientation and safety briefing before working on this contract.

4. Submittals

- a. Make submittals in accordance with instructions or as specified.
- b. Submit the following:
 - i. Health and Safety Plan.
 - ii. Copies of reports or directions issued by federal and provincial health and safety inspectors.
 - iii. Copies of incident and accident reports.
 - iv. Complete set of Material Safety Data Sheets (MSDS), and all other documentation required by Workplace Hazardous Materials Information System (WHMIS) requirements for products used on project.

.5 Emergency procedures.

The Technical authority will review the Standing offer holder's site-specific project Health and Safety Plan and emergency procedures, and provide comments to the Standing offer holder within 5 days after receipt of the plan. Revise the plan as appropriate and resubmit to the Technical authority for review upon request.

Medical surveillance: where prescribed by legislation, regulation or safety program, submit certification of medical surveillance for site personnel prior to commencement of work, and submit additional certifications for any new site personnel to the Technical authority.

6. Submission of the Health and Safety Plan, and any revised version, to the Technical authority is for information and reference purposes only. It shall not:

- a. Be construed to imply approval by the Technical authority.
- b. Be interpreted as a warranty of being complete, accurate and legislatively compliant.
- c. Relieve the Standing offer holder of his legal obligations for the provision of health and safety on the project

7. Responsibility

Be responsible for:

- a. The safety of persons and property on site; and
- b. The protection of persons off site, and the environment to the extent that they may be affected by the conduct of the work.

8. General Condition

1. Provide safety barricades and lights around work site as required to provide a safe working environment for workers and protection for pedestrian and vehicular traffic.
2. Ensure that non-authorized persons are not allowed to circulate in designated construction areas of the work site.
 - a. Provide appropriate means by use of barricades, fences, warning signs, traffic control personnel, and temporary lighting as required.
 - b. Secure site at night time [or provide security guard] as deemed necessary to protect site against entry

9. Regulatory Requirements

1. Comply with specified codes, acts, bylaws, standards and regulations to ensure safe operations at site.
2. In event of conflict between any provision of the above authorities, the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, the Technical authority will advise on the course of action to be followed.



10. Work Permits

Obtain building permit[s] related to project before start of work.

11. Filing of Notice

The General Standing offer holder is to complete and submit a Notice of Project as required by provincial/territorial authorities.

12. Health and Safety Plan

1. Conduct a site-specific hazard assessment based on review of Contract documents, required work, and project site. Identify any known and potential health risks and safety hazards.
2. Prepare and comply with a site-specific project Health and Safety Plan based on hazard assessment, including, but not limited to, the following:
 - a. Primary requirements:
 - i. Standing offer holder's safety policy.
 - ii. Identification of applicable compliance obligations.
 - iii. Definition of responsibilities for project safety/organization chart for project.
 - iv. General safety rules for project.
 - v. Job-specific safe work, procedures.
 - vi. Inspection policy and procedures.
 - vii. Incident reporting and investigation policy and procedures.
 - viii. Occupational Health and Safety Committee/Representative procedures.
 - ix. Occupational Health and Safety meetings.
 - x. Occupational Health and Safety communications and record keeping procedures.
 - b. Summary of health risks and safety hazards resulting from analysis of hazard assessment, with respect to site tasks and operations which must be performed as part of the work.
 - c. List hazardous materials to be brought on site as required by work.
 - d. Indicate engineering and administrative control measures to be implemented at the site for managing identified risks and hazards.
 - e. Identify personal protective equipment (PPE) to be used by workers.
 - f. Identify personnel and alternates responsible for site safety and health.
 - g. Identify personnel training requirements and training plan, including site orientation for new workers.
3. Develop the plan in collaboration with all standing offer holders. Ensure that work/activities of standing offer holders are included in the hazard assessment and are reflected in the plan.
4. Revise and update Health and Safety Plan as required, and resubmit to the Technical authority.
5. The review of Health and Safety Plan by the Technical authority shall not relieve the Standing offer holder of responsibility for errors or omissions in final Health and Safety Plan or of responsibility for meeting all requirements of construction and Contract documents.

EMERGENCY PROCEDURES

1. List standard operating procedures and measures to be taken in emergency situations. Include an evacuation plan and emergency contacts (i.e. names/telephone numbers) of:
 - a. Designated personnel from own company.
 - b. Regulatory agencies applicable to work and as per legislated regulations.
 - c. Local emergency resources.
 - d. Technical authority [site staff].
2. Include the following provisions in the emergency procedures:
 - a. Notify workers and the first-aid attendant, of the nature and location of the emergency.
 - b. Evacuate all workers safely.



- c. Check and confirm the safe evacuation of all workers.
 - d. Notify the fire department or other emergency responders.
 - e. Notify adjacent workplaces or residences which may be affected if the risk extends beyond the workplace.
 - f. Notify the Technical authority [site staff].
3. Provide written rescue/evacuation procedures as required for, but not limited to:
 - a. Work at high angles.
 - b. Work in confined spaces or where there is a risk of entrapment.
 - c. Work with hazardous substances.
 - d. Underground work.
 - e. Work on, over, under and adjacent to water.
 - f. Workplaces where there are persons who require physical assistance to be moved.
 4. Design and mark emergency exit routes to provide quick and unimpeded exit.
 5. At least once each year, emergency drills must be held to ensure awareness and effectiveness of emergency exit routes and procedures, and a record of the drills must be kept.
 6. Revise and update emergency procedures as required, and resubmit to the Technical authority.

HAZARDOUS PRODUCTS

Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage and disposal of hazardous materials, and regarding labelling and provision of Material Safety Data Sheets (MSDS) acceptable to the Technical authority and in accordance with the Canada Labour Code.

ELECTRICAL SAFETY REQUIREMENTS

1. Comply with authorities and ensure that, when installing new facilities or modifying existing facilities, all electrical personnel are completely familiar with existing and new electrical circuits and equipment and their operation.
 - a. Before undertaking any work, coordinate required energizing and de energizing of new and existing circuits with the Technical authority.
 - b. Maintain electrical safety procedures and take necessary precautions to ensure safety of all personnel working under this Contract, as well as safety of other personnel on site.

ELECTRICAL LOCK-OUT

1. Develop, implement and enforce use of established procedures to provide electrical lock-out and to ensure the health and safety of workers for every event where work must be done on any electrical circuit or facility.
2. Prepare the lock-out procedures in writing, listing step-by-step processes to be followed by workers, including how to prepare and issue the request/authorization form. Have procedures available for review upon request by the Technical authority.
3. Keep the documents and lock-out tags at the site and list in a log book for the full duration of the Contract. Upon request, make such data available for viewing by the Technical authority or by any authorized safety representative.

OVERLOADING

Ensure no part of the work is subjected to a load which will endanger its safety or will cause permanent deformation.

FALSEWORK

Design and construct falsework in accordance with CSA S269.1.

SCAFFOLDING

Design, construct and maintain scaffolding in a rigid, secure and safe manner, in accordance with CAN/CSA-S269.2.

CONFINED SPACES

Carry out work in confined spaces in compliance with provincial/territorial regulations.

FIRE SAFETY & HOT WORK



1. Obtain the Technical authority's authorization before any welding, cutting or any other hot work operations can be carried out on site.
2. Hot work includes cutting/melting with use of torch, flame heating roofing kettles, or other open flame devices and grinding with equipment which produces sparks.

FIRE SAFETY REQUIREMENTS

1. Store oily/paint-soaked rags, waste products, empty containers and materials subject to spontaneous combustion in ULC approved, sealed containers and remove from site on a daily basis.
2. Handle, store, use and dispose of flammable and combustible materials in accordance with the National Fire Code of Canada.

FIRE PROTECTION & ALARM SYSTEMS

1. Fire protection and alarm systems shall not be:
 - a. Obstructed.
 - b. Shut off.
 - c. Left inactive at the end of a working day or shift.
2. Do not use fire hydrants, standpipes and hose systems for purposes other than firefighting.
3. Be responsible/liable for costs incurred from the fire department, the building owner and the tenants, resulting from false alarms.

UNFORESEEN HAZARDS

Should any unforeseen or peculiar safety-related factor, hazard or condition become evident during performance of the work, immediately stop work and advise the Technical authority verbally and in writing.

CORRECTION OF NON-COMPLIANCE

1. Immediately address health and safety non-compliance issues identified by the Technical authority.
2. Provide the Technical authority with written report of action taken to correct non-compliance with health and safety issues identified.
3. The Technical authority may issue a "stop work order" if non-compliance of health and safety regulations is not corrected immediately or within posted time. The General Standing offer holder / substanding offer holders will be responsible for any costs arising from such a "stop work order".

FALL PROTECTION

All Fall Restraint Standards (G11.2-1 to G11.9) set forth by Work Safe BC must be followed while working on site.



APPENDIX 4 - EVALUATION PROCEDURES OR BASIS OF SELECTION

MANDATORY CRITERIA

MANDATORY REQUIREMENTS:

Proposals will be evaluated in accordance with the mandatory evaluation criteria as detailed herein. Bidders' Proposals must clearly demonstrate that they meet all Mandatory Requirements for the proposal to be considered for further evaluation. Proposals not meeting the mandatory criteria will be excluded from further consideration.

The proponent should include the following table in their proposal, indicating that their proposal meets the mandatory criteria, and providing the proposal page number or section that contains information to verify that the criteria has been met.

No.	Mandatory Criteria	Meets Criteria (✓)	Proposal Page No.
M1	Laborer / helper / apprentice must have a least two years' experience in Carpentry or Bldg. Construction. Proof must be provided with bid submission for verification purposes		
M2	Contractor must provide full details of company ownership including: <ul style="list-style-type: none"> • length of time in business • ownership 		
M3	Contractor to provide examples of successful industrial/commercial completed projects. Name of Project Duration Client Project Details		

BASIS OF SELECTION - Mandatory Technical Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest, second lowest and third lowest evaluated price will be recommended for issuance of Standing Offer.



APPENDIX 5 - BASIS OF PAYMENT

For the provision of all professional services, including all associated costs necessary to carry out the required work

The price is in Canadian dollars, the Harmonized Sales Tax (HST) excluded, FOB destination for goods, shipping charges included, Customs duties and Excise taxes included. NOTE: Pricing must be an all-inclusive price for the provision of all labour, supervision, material, equipment, transportation, and profit required for the work detailed herein on an as and when requested basis. No other charges will be allowed. (current market pricing for materials such as lumber, concrete, shingles etc.)

CALL OUT RATES: All-inclusive firm call out rates shall be based only on direct travel FROM Contractors plant TO the sites of work specified below AND DIRECT RETURN to Contractors plant (direct return trip). Full rates shall be charged only ONCE for each call out.

Call out rates DO NOT include productive labour. See next table.

If call out rates do not apply, please fill in rate as zero (0)

Time Type	Time Frame	Call Back Within – Receipt of Call-Up	On site within the identified period upon acceptance of a call-up
REGULAR (REG)	0800-1700 M-F	1 Hour	48 Hours
AFTER HOURS	1701-0759 M-F & SAT/SUN & HOL	1 Hour	2 Hours

FIRM CALL OUT RATES	Estimated hours	YEAR 1 SOA Award – March 31/2021	Year 2 April 01/2021 – March 31/2022	Year 3 April 01/2022 – March 31/2023	Year4 April 01/2023 – March 31/2024	Year 5 April 01/2024 – March 31/2025
REGULAR HRS: Monday to Friday 0800- 1700 hrs						
AFTER HOURS – Monday to Friday 1701- 0759, Sa/Su & Holidays						



Labour Rates

REGULAR FIRM LABOUR RATES – 0800 – 1700 Hours, Monday – Friday Direct Productive Labour used exclusively in work (tradesperson, tools and supervision is included in the rate.) Response to Call-up within 1 hour, on site within 2 hours.						
CATEGORY	Estimated hours	YEAR 1 SOA Award – March 31/2021	Year 2 April 01/2021 – March 31/2022	Year 3 April 01/2022 – March 31/2023	Year4 April 01/2023 – March 31/2024	Year 5 April 01/2024 – March 31/2025
		Firm \$/hr	Firm \$/hr	Firm \$/hr	Firm \$/hr	Firm \$/hr
Journeyman Carpenter						
Apprentice Helper						

AFTER HOURS - 1701 - 0759 Monday – Friday <u>AND</u> FIRM RATES FOR SAT/SUN/HOL. Response to Call-up with 1 hour, on site within 2 hours						
CATEGORY	Estimated hours	YEAR 1 SOA Award – March 31/2021	Year 2 April 01/2021 – March 31/2022	Year 3 April 01/2022 – March 31/2023	Year4 April 01/2023 – March 31/2024	Year 5 April 01/2024 – March 31/2025
		Firm \$/hr	Firm \$/hr	Firm \$/hr	Firm \$/hr	Firm \$/hr
Journeyman Carpenter						
Apprentice Helper						

****HELPER USAGE:** Helpers shall not be used unless discussed and approved by the Technical Authority in advance of performance of the work.

Financial Evaluation (example)

The estimated usages listed herein are for evaluation purposes only and will not form part of any resulting Standing Offers.

The total bid price will be calculated by multiplying the unit price for each line item by the associated estimated usage and summing the values.

Calculation will be applied to each year of pricing and all periods will be totalled to determine the total evaluated bid price of the Offer.



APPENDIX 6 - PERIODIC REPORTS

The contractor is to complete a list of all call-ups issued by the Technical Authority/ Standing Offer Authority. Reports must be submitted to the Standing Offer Authority no later than fifteen days after March 31 of each year.

STANDING OFFER		COMPANY NAME	
		REPORT TOTALS	
PERIOD OF REPORT		Standing Offer Total Value	\$
		Less Usage to Date	\$
		Balance Remaining	\$
CALL-UP NUMBER	DATE OF CALL-UP	CUSTOMER NAME	CALL-UP VALUE
1			\$
2			\$
3			\$
4			\$
5			\$
6			\$
7			\$
8			\$
9			\$
10			\$
11			\$
12			\$
13			\$
14			\$



ANNEX A - SECURITY REQUIREMENT CHECK LIST (SRCL)



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat F1744-181001
Security Classification / Classification de sécurité Reliability Status

SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine DFO		2. Branch or Directorate / Direction générale ou Direction RPSS
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant PBS 3190 Hammond Bay Rd Nanaimo, V9T 6N7	
4. Brief Description of Work / Brève description du travail General contracting, carpentry, construction work.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
Reliability Status





Government of Canada
Gouvernement du Canada

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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No / Non Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET- SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:
Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui

If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? No / Non Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? No / Non Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No / Non Yes / Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité Reliability Status
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Contract Number / Numéro du contrat F1744-181001
Security Classification / Classification de sécurité Reliability Status

PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C			
Information / Assets / Renseignements / Biens																
Production	✓															
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED? La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? [X] No / Non [] Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification". Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED? La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? [X] No / Non [] Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments). Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



ANNEX B - CERTIFICATE OF INSURANCE (Not required at solicitation closing)



CERTIFICATE OF INSURANCE
Page 1 of 2

Description and Location of Work	Contract No.
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
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Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
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Additional Insured
Her Majesty the Queen in Right of Canada as represented by Fisheries and Ocean (DFO)

Type of Insurance (Required when Checked)	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
<input type="checkbox"/> Commercial General Liability				\$	\$	\$
<input type="checkbox"/> Umbrella/Excess Liability				\$	\$	\$
<input type="checkbox"/> Builder's Risk / Installation Floater				\$		
<input type="checkbox"/> Contractors Pollution Liability				\$ <input type="checkbox"/> Per Incident <input type="checkbox"/> Per occurrence		Aggregate \$
<input type="checkbox"/> Marine Liability				\$		
<input type="checkbox"/> Aviation Liability				\$ <input type="checkbox"/> Per Incident <input type="checkbox"/> Per occurrence		Aggregate \$
<input type="checkbox"/> Insert other type of insurance as required				\$		

I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverages stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.

Name of person authorized to sign on behalf of Insurer(s)
(Officer, Agent, Broker)

Telephone Number

Signature

Date D / M / Y



CERTIFICATE OF INSURANCE
Page 2 of 2

General	Commercial General Liability	Builder's Risk / Installation Floater
<p>The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverages listed under the corresponding type of insurance on this page.</p> <p>The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Fisheries and Oceans Canada (DFO) as an additional insured.</p> <p>The Policy shall be endorsed to provide the Owner with not less than thirty (30) days notice in writing in advance of a cancellation or change or amendment restricting coverage.</p> <p>Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided. Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.</p>	<p>The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100.</p> <p>The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:</p> <ul style="list-style-type: none"> (a) Blasting. (b) Pile driving and caisson work. (c) Underpinning. (d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor. <p>The policy must have the following minimum limits:</p> <ul style="list-style-type: none"> (a) \$5,000,000 Each Occurrence Limit; (b) \$10,000,000 General Aggregate Limit per policy year if the policy contains a General Aggregate; and (c) \$5,000,000 Products/Completed Operations Aggregate Limit. <p>Umbrella or excess liability insurance may be used to achieve the required limits.</p>	<p>The insurance coverage provided must not be less than that provided by the latest edition of IBC Forms 4042 and 4047.</p> <p>The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.</p> <p>The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.</p> <p>The policy must have a limit that is not less than the sum of the contract value plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished Work. If the value of the Work is changed, the policy must be changed to reflect the revised contract value.</p> <p>The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance Proceeds" (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2900D/2).</p>
<p>Contractors Pollution Liability</p> <p>The policy must have a limit usual for a contract of this nature, but not less than \$1,000,000 per incident or occurrence and in the aggregate.</p>	<p>Marine Liability</p> <p>The insurance coverage must be provided by a Protection & Indemnity (P&I) insurance policy and must include excess collision liability and pollution liability.</p> <p>The insurance must be placed with a member of the International Group of Protection & Indemnity Associations or with a fixed market in an amount of not less than the limits determined by the <i>Marine Liability Act</i>, S.C. 2001, c. 6. Coverage must include crew liability, if it is not covered by the statutory requirements of the Territory or Province having jurisdiction over such employees.</p> <p>The policy must waive all rights of subrogation against the Government of Canada for any and all loss of or damage to the watercraft however caused.</p>	<p>Aviation Liability</p> <p>The insurance coverage shall include Bodily Injury (including passenger Bodily Injury) and Property Damage, in an amount of not less than \$5,000,000 per incident or occurrence and in the aggregate.</p>



ANNEX C - LISTING OF SUBCONTRACTORS (Could be asked for on individual call-ups)

- 1) In accordance with GI06 – Listing of Subcontractors and Suppliers of the General Instructions - Construction Services, the Offeror should provide a list of Subcontractors per call-up.
- 2) The Offeror should submit the list of Subcontractors and for any portion of the Work valued at 20% or greater of the call-up.

	Subcontractor	Division
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		