



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
PWGSC/TPSGC Acquisitions Bid Receiving  
Box/Boîte de Réception des Soumissions  
Bid Receiving Box/Boîte de Récepti  
1st Floor/1<sup>ère</sup> étage, Suite 1212  
100-1045 Main Street  
Moncton  
New Brunswick  
E1C 1H1  
Bid Fax: (506) 851-6759

## REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

### Proposal To: Public Works and Government Services 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 aux: Travaux Publics et Services Gouvernementaux 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 annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

### Comments - Commentaires

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

### Issuing Office - Bureau de distribution

Acquisitions NB/PEI (Moncton Office) – Bureau  
d'acquisitions N.-B./Î.-P.-É. (Moncton)  
1045 Main Street / 1045, rue Main  
Moncton  
New Bruns  
E1C 1H1

<b>Title - Sujet</b> Firewood - Fundy National Park		
<b>Solicitation No. - N° de l'invitation</b> 5P132-190652/A	<b>Date</b> 2020-02-13	
<b>Client Reference No. - N° de référence du client</b> 5P132-190652		
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$MCT-015-5702		
<b>File No. - N° de dossier</b> MCT-9-42132 (015)	<b>CCC No./N° CCC - FMS No./N° VME</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-03-25</b>		<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Standard Time AST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>		
<b>Address Enquiries to: - Adresser toutes questions à:</b> Drisdelle, Charlotte J.		<b>Buyer Id - Id de l'acheteur</b> mct015
<b>Telephone No. - N° de téléphone</b> (506) 962-5329 ( )	<b>FAX No. - N° de FAX</b> (506) 851-6759	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> PARKS CANADA Fundy Natonal Park of Canada 8 Headquarters Road Fundy National Park Alma New Brunswick E4H4S8 Canada		

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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### **The Annexes include:**

Annex A – Requirement  
Annex B – Basis of Payment  
Annex C - Electronic payment Instruments  
Annex D - Complete List of Each Individual who are currently Directors and/or Owners of the Offeror;

## **PART 1 - GENERAL INFORMATION**

### **1.1 Requirement - Bid**

The requirement is detailed under Article 6.2 of the resulting contract clauses.

*(Derived from - Provenant de: B4008T, 2014/06/26)*

### **1.2 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

### **1.3 Trade Agreements**

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

### **1.4 epost Connect service**

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

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

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2019/03/04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days  
Insert: 120 days

### 2.1.1 SACC Manual Clauses

SACC Reference	Section	Date
C9000T	Pricing	2010/08/16

## 2.2 Submission of Bids

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

PWGSC Acquisitions, Bid Receiving Box  
1st Floor, Suite 1212  
100-1045 Main Street  
Moncton, NB E1C 1H1

Email: [TPSGC.RAReceptionSoumisNBPE-ARBidReceivingNBPE.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RAReceptionSoumisNBPE-ARBidReceivingNBPE.PWGSC@tpsgc-pwgsc.gc.ca)

**Note:** Bids will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions [2003](#), or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

**Facsimile number: (506) 851-6759**

### 2.2.1 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least (14) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

*(Derived from - Provenant de: A9076T, 2007/05/25)*

## 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **ten (10) calendar days** before the bid closing date. Enquiries received after that time may not be answered.

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

## 2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **New Brunswick**.

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

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

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

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

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

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

### Section I: Technical Bid

In their technical bid, (**sample bundle of firewood**) Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

### Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

#### 3.1.1 Electronic Payment of Invoices – Bid

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

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

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

### 3.1.2 Exchange Rate Fluctuation

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

### Section III: Certifications

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

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

Mandatory Technical Criteria as specified in Annex "A"

**Sample Bundle of Kiln Dried Firewood must be provided for technical evaluation.**

**The sample bundle** of Kiln Dried Firewood **must be provided** to the Park's Representative **no later than by March 27, 2020** two days after bid closing. Failure to do so will render your bid non responsive and will be rejected!

Sample Bundles **MUST** be compliant with the mandatory specifications and requirements at Annex A.

No other size sample bundles will be accepted!

**The sample bundles must be delivered to the following location:**

Fundy National Park of Canada  
Administration Building  
Addressed to the attention of: Emma Lockhart  
8 Headquarters Road  
Fundy National Park  
Alma NB  
E4H 4S8

**The hours of operation for the Administration Building are from 8:30am to 4:30pm Monday to Friday**

Suppliers **MUST request a dated and signed receipt** for their bundled sample at time of drop off as proof of delivery.

#### **4.1.2 Financial Evaluation**

*SACC Manual* Clause [A0222T](#) (2014/06/26), Evaluation of Price - Canadian / Foreign Bidders

#### **4.2 Basis of Selection**

##### **4.2.1 Basis of Selection - Mandatory Technical Criteria**

*SACC Manual* Clause [A0031T](#) (2010/08/16), Basis of Selection - Mandatory Technical Criteria

### **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

#### **5.1 Certifications Precedent to Contract Award and Additional Information**

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

##### **5.1.1 Integrity Provisions – Required Documentation**

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

##### **5.1.2 Federal Contractors Program for Employment Equity - Bid Certification**

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

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

## PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

### 6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

### 6.2 Requirement - Contract

The Contractor must provide **Kiln Dried Firewood** in accordance with the Requirement at Annex A.

### 6.3 Standard Clauses and Conditions

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

#### 6.3.1 General Conditions

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

### 6.4 Term of Contract

#### 6.4.1 Period of the Contract

The period of the Contract is from **date of Contract to April 30<sup>th</sup> 2021** inclusive.

*(Derived from - Provenant de: A9022C, 2007/05/25)*

#### 6.4.2 Delivery Date

All the deliverables must be received **from May to October of each year**.

#### 6.4.3 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by **up to two (2) additional one (1) year periods** under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least ten (10) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

*(Derived from - Provenant de: A9009C, 2008/12/12)*



#### 6.4.4 Delivery Points

Delivery of the requirement will be made to delivery points specified at Annex "A" of the Contract.

#### 6.5 Authorities

##### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Charlotte Drisdelle  
Title: Supply Officer  
Public Services and Procurement Canada  
Acquisitions Branch  
Address: 1045 Main Street, 4<sup>th</sup> Floor  
Moncton, New Brunswick  
E1C 1H1  
  
Telephone: (506) – 962-5329  
Facsimile: (506) 851-6759  
E-mail address: charlotte.drisdelle@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

##### 6.5.2 Technical Authority

The Technical Authority for the Contract is: ***Details will be provided in any resulting contract***

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_  
Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_  
E-mail: \_\_\_\_\_.

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

*(Derived from - Provenant de: A1030C, 2007/05/25)*

### 6.5.3 Contractor's Representative *(Offeror please complete with bid)*

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

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

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

Facsimile: \_\_\_\_\_

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

## 6.6 Payment

### 6.6.1 Basis of Payment

#### Basis of Payment - Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

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

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

*(Derived from - Provenant de: C0207C, 2013/04/25)*

### 6.6.2 SACC Manual Clauses

SACC Reference	Section	Date
H1001C	Multiple Payments	2008/05/12

### 6.6.3 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):  
*(to be completed at Annex C)*

- Visa Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)

*(Derived from - Provenant de: H3027C, 2016/01/28)*

## 6.7 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.
  - (a) one (1) copy must be forwarded to the consignee.

*(Derived from - Provenant de: H5001C, 2008/12/12)*

## 6.8 Certifications and Additional Information

### 6.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

## 6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **New Brunswick**.

## 6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions **2010A (2018/06/21)**, General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_

## 6.11 SACC Manual Clauses

SACC Reference	Section	Date
A9068C	Government Site Regulations	2010/01/11
B7500C	Excess Goods	2006/06/16

## 6.12 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:

- (a) Delivered Duty Paid (DDP) **Fundy National Park of Canada, 8 Headquarters Road Fundy National Park Alma NB E4H 1B4** Incoterms 2000 for shipments from a commercial contractor.

*(Derived from - Provenant de: D4001C, 2008/12/12)*

## 6.13 Insurance - Specific Requirements

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

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

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

*(Derived from - Provenant de: G1001C, 2013/11/06)*

## ANNEX "C" to PART 3 OF THE BID SOLICITATION

### ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

- ( ) VISA Acquisition Card;
- ( ) MasterCard Acquisition Card;
- ( ) Direct Deposit (Domestic and International);
- ( ) Electronic Data Interchange (EDI);
- ( ) Wire Transfer (International Only);
- ( ) Large Value Transfer System (LVTS) (Over \$25M)

Solicitation No. - N° de l'invitation  
5P132-190652/A  
Client Ref. No. - N° de réf. du client  
5P132-190652/A

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MCT-9-42132

Buyer ID - Id de l'acheteur  
MCT015  
CCC No./N° CCC - FMS No./N° VME

**ANNEX "D"**

**COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS AND/OR OWNERS OF THE BIDDER**

Complete Legal Name of Supplier: \_\_\_\_\_

Supplier Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Supplier Procurement Business Number (PBN): \_\_\_\_\_

**NOTE TO BIDDERS: WRITE DIRECTORS' AND/OR OWNERS' SURNAMES AND GIVEN NAMES**

NAME	JOB TITLE / POSITION

Include additional names on a separate sheet if required.

# FUNDY NATIONAL PARK OF CANADA

## KILN DRIED FIREWOOD SPECIFICATIONS

January 2020

PAGE 1 of 3

- 1. Scope of Work:**
  - 1.1 Parks Canada is a recognized leader in heritage protection and presentation, proudly and efficiently managing Canada's National Parks on behalf of Canadians.  
  
In this regard, this tender for firewood specifies **"Kiln Dried Fire Wood"**. Kiln dried firewood reduces the risk of introducing exotic insects, moulds, fungi, etc. into a National Park of Canada. Kiln dried firewood also reduces the emission of particles of organic gases and hazardous pollutants into the air.
  - 1.2 The Contractor must supply all labour, material and equipment necessary to prepare and deliver Kiln Dried Firewood to Fundy National Park of Canada all in accordance with these mandatory specifications.
- 2. Period of Contract:**
  - 2.1 **One year with the option to extend by up to two (2) additional one (1) year periods.**  
  
**Deliveries are Seasonal from May through October of each year. (2020, 2021 & 2022)**
- 3. Type of Wood:**
  - 3.1 Kiln Dried Firewood (to a maximum moisture content of 15%) must be 100 % hardwood species, consisting of Yellow Birch, Maple, Ash or Beech.
  - 3.2 Each package of wood must include a firestarter.
- 4. Size of Wood:**
  - 4.1 Kiln Dried Firewood pieces must be 38 cm (15") in length,  $\pm$  2.5 cm (1"). Average cross-sectional area of individual pieces must be maximum 65 cm<sup>2</sup> (10 in<sup>2</sup>); minimum 20 cm<sup>2</sup> (3 in<sup>2</sup>).

## FUNDY NATIONAL PARK OF CANADA

### FIREWOOD SPECIFICATIONS

January 2020

PAGE 2 of 3

- 5. Packaging:**
- 5.1 Wood must be secured in bundles of 28.3 dm<sup>3</sup> (1.00 ft<sup>3</sup>). Each bundle must contain one firestarter. Bundles must be secured to withstand normal handling without any pieces of firewood falling out of the package. Bundles must be packaged with plastic film or contained in a heavy-duty plastic bag to keep the wood dry. Plastic film, and/or bag container must be biodegradable, recyclable and must not produce toxic or harmful fumes if burned. Mesh or Jute Bags are not acceptable.
- 5.2 Wood bundles must be labelled showing detailed product identity, dealer identity and product quantity. Labels must be securely fastened and of a type that will withstand normal handling of the bundles. Labels must also conform to Industry Canada regulations for pre-packed firewood.
- 6. Delivery Locations:**
- 6.1 Firewood must be delivered to the wood storage building in the Headquarters Maintenance Compound
- 7. Delivery Conditions:**
- 7.1 **All deliveries** must be made to the Headquarters Maintenance Compound wood storage building. The bulk of deliveries must be made during the peak operating period of June 30 to August 31 as required **with 5 days' notice from a Park representative**. Parks Canada will be responsible for proper unloading and storage in the Park wood storage building. All "packaged bundles" of firewood must be delivered in an **enclosed trailer**, on pallets of a maximum of 72 - one (1) cubic feet bags, shrink wrapped on the pallets. The enclosed trailer must have a pallet jack for the driver to move the pallets to the end of the trailer for offloading by parks Canada personnel. Parks Canada personnel will use a Front End Loader to transfer the pallets from the truck into the wood storage building. At each delivery, a designated park representative will ensure quality control of firewood, as well as, a verification count. Delivery must be made between the hours of 10:00 a.m. and 3:00 p.m. Contractor must call a park representative at least 24 hours in advance of each delivery and make arrangements for acceptance of delivery. Contractor must provide a delivery slip (shipping bill) for each delivery that must be signed (accepted) by a Park representative at the time of delivery.

## FUNDY NATIONAL PARK OF CANADA

### FIREWOOD SPECIFICATIONS

January 2020

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#### 8. Quantity:

8.1 Depending on the weather during camping season, the Park intends to purchase:

**Year 1 - 20,000 bundles**

**Year 2 - 25,000 bundles**

**Year 3 - 25,000 bundles**

The Park guarantees the contractor to purchase:

**Year 1 - a minimum of 10,000 bundles**

**Year 2 - a minimum of 15,000 bundles**

**Year 3 - a minimum of 15,000 bundles**

#### 9. Payment:

9.1 Payment will be made on Contractor's invoice for firewood delivered to the site.

#### 10. Standing Orders/Regulations:

10.1 The Contractor and persons in the employ of the Contractor must become familiar with and observe at all times standing orders and/or regulations in force at the Park.

10.2 It is be the responsibility of the Contractor to purchase permits and licenses necessary to carry out this contract.

10.3 The Contractor must provide proof of comprehensive general liability insurance with a minimum of \$1,000,000 coverage.





**Annex B - Basis of Payment /Annexe B - Base de Paiement**

**Title / Titre: Kiln Dried Firewood / Bois de chauffage séché au four**

**Vendor Name/ Nom du fournisseur:**

**Solicitation No. / N° de soumission: 5P132-20 0652/A**

Item / Article	Quantity / Quantité	Unit of Issue / Unité de distribution	DESCRIPTION	Price / Prix		
1	Year/année 1  2020 May to October  20,000 with a Minimum Guarantee to Purchase 10,000	Bundle / Paquet	« <b>Kiln Dried</b> » Firewood as per the mandatory specifications and requirements indicated at Annex "A". No Substitute  Bois de chauffage « <b>séché au four</b> » selon les exigences et spécifications obligatoires décrits à l'annexe A. Aucun Substitut		per / par	Bundle / paquet
2	Year/année 2  2021 May to October  25,000 with a Minimum Guarantee to Purchase 15,000	Bundle / Paquet	« <b>Kiln Dried</b> » Firewood as per the mandatory specifications and requirements indicated at Annex "A". No Substitute  Bois de chauffage « <b>séché au four</b> » selon les exigences et spécifications obligatoires décrits à l'annexe A. Aucun Substitut		per / par	Bundle / paquet
3	Year/année 3  2022 May to October  25,000 with a Minimum Guarantee to Purchase 15,000	Bundle / Paquet	« <b>Kiln Dried</b> » Firewood as per the mandatory specifications and requirements indicated at Annex "A". No Substitute  Bois de chauffage « <b>séché au four</b> » selon les exigences et spécifications obligatoires décrits à l'annexe A. Aucun Substitut		per / par	Bundle / paquet