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## For: Agriculture and Agri-Food Canada (AAFC)

An Advance Contract Award Notice (ACAN) is a notification through the open bidding methodology of the intent to award a directed contract.

An Advance Contract Award Notice (ACAN) allows departments and agencies to post a notice, for no less than fifteen calendar days, indicating to the supplier community that it intends to award a good, service or construction contract to a pre-identified contractor. If no other supplier submits, on or before the closing date, a statement of capabilities that meets the requirements set out in the ACAN, the competitive requirements of the government's contracting policy have been met. Following notification to suppliers not successful in demonstrating that their statements of capabilities meets the requirements set out in the ACAN, the contract may then be awarded using the Treasury Board's electronic bidding authorities.

If other potential suppliers submit Statements of Capabilities during the fifteen calendar day posting period, and meet the requirements set out in the ACAN, the department or agency must proceed to a full tendering process on either the government's electronic tendering service or through traditional means, in order to award the contract.

### **Applicability of trade agreements and other obligations:**

Canadian Free Trade Agreement (CFTA)  
Canada-Chile Free Trade Agreement  
Canada-Colombia Free Trade Agreement  
Canada-Honduras Free Trade Agreement  
Canada-Korea Free Trade Agreement  
North American Free Trade Agreement (NAFTA)  
Canada-Mexico Free Trade Agreement  
Canada-Panama Free Trade Agreement

### **Objective:**

Steris Canada shall provide a three (3) year service agreement for a preventative maintenance support plan for the care and maintenance of the five (5) Steris autoclaves (36 IN CENT VAC SCI SD LH HINGE STERILIZER, 20 x 20 x 38 CENTURY GRAV STR, 20 IN ISO PWR SD STM LABSCI CAB, 20 IN GRV PWR SD STM LABSCI CAB and 20 IN CENTURY VAC ELEC PWR VRT SLD SD FRENCH) belonging to AAFC located at the SHRDC. This support plan will contribute to the effective decontamination of materials contaminated with pathogenic microorganisms and the sterilization of instruments, culture media and solutions.

### **Statement of Work:**

Steris Canada shall provide the platinum preventive maintenance (PM) service contract and shall undertake the following to maintain and repair the equipment as required:

1) The PM service contract includes:

Four on-site preventive maintenance visits per year, including parts and labour for the preventive maintenance procedure and travel. Visits in June, September, December and March of each year.



**2) Unexpected repairs:**

Five (5) service calls for a broken autoclave at any time during normal working hours (8:00 a.m. to 5:00 p.m.), which includes parts, labour and travel, provided that the parts required during unscheduled repair visits are not excluded (see paragraph 5d of Appendix A, tender contract 1-489091282/15).

**Responsibilities of Steris Canada:**

Steris Canada shall be responsible for deploying qualified personnel for all preventative maintenance visits (four times per year) as well as unscheduled on-site repair visits.

**AAFC responsibility and support:**

AAFC, SHRDC, shall be responsible for following Steris Canada's standard process for notification of equipment failure for any unexpected repairs. Information regarding the instrument may be required at the time of the service call and notification. The SHRDC shall be responsible for providing the appropriate personal protective equipment and identifying a primary contact person who will escort the dispatched technician once on site if the technician does not have a valid reliability screening.

**Risks and constraints:**

Schedule conflicts or unforeseen circumstances may arise, resulting in a delay in service.

**Reporting and communication:**

In addition to meeting the obligations specified in the contract, Steris Canada shall be responsible for facilitating and maintaining regular communication with AAFC. Communication is defined as any reasonable effort to inform all parties of when preventive maintenance visits or unscheduled repair visits will take place as expected.

Communication may include telephone calls or emails.

**Replacement and substitution of personnel:**

Steris Canada shall provide the services of the personnel named in the Contract to perform the Work, unless it is unable to do so for reasons beyond its control.

If, at any time, Steris Canada is unable to provide the services of the resources named in the Contract, Steris Canada shall be responsible for providing replacement personnel at the same cost, who shall be of similar or superior ability or achievement, and who shall be acceptable to the Departmental Representative.

**Work location:**

The five (5) autoclaves mentioned above are located at:

Agriculture and Agri-Food Canada  
St-Hyacinthe Research and Development Centre  
3600 Casavant Boulevard West,  
Saint-Hyacinthe, Quebec, Canada, J2S 8E3

**Estimated Value:**

Work will start on April 1<sup>st</sup>, 2020 and will continue for a period of 3 years. Payments will be done annually.

Year 1 :April 1<sup>st</sup> 2020 to March 31<sup>st</sup>, 2021

Payment 1: \$ 40,588.37

Year 2: April 1<sup>st</sup> 2021 to March 31<sup>st</sup>, 2022

Payment 2: \$ 40,588.37



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Year 3: April 1<sup>st</sup> 2022 to March 31<sup>st</sup>, 2023

Payment 3: \$ 40,806.02

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**Grand Total:**

**\$122, 982.76 (plus tax)**

**Time Frame:**

The contract shall be for the period of three (3) years from April 1<sup>st</sup>, 2020 to March 31<sup>st</sup>, 2023.

**Proposed supplier:**

STERIS CANADA INC.  
5960 Heisley Road  
Mentor, 44060 OH  
USA

**Justification for use of a single-source supplier:**

It is imperative to carry out maintenance on this type of equipment for their proper functioning since these are essential for the realization of several research projects. This equipment is over 18 years old and requires more and more frequent replacement of parts since they are aging. In the past, parts for maintenance and repairs were purchased separately from the maintenance contract, so the cost of purchasing parts combined with the cost of the maintenance contract exceeded the cost of this maintenance service contract which includes parts. The implementation of this maintenance contract will save costs.

**Suppliers' right to submit a Statement of Capabilities:**

Suppliers who consider themselves fully qualified and available to provide the services described herein, may submit a statement of capabilities in writing to the contact person identified in this Notice on or before the closing date of this Notice. The statement of capabilities must clearly demonstrate how the supplier meets the stated requirements.

Closing date for the submission of the Statement of Capabilities:

**March 19, 2020 at 2 p.m. (EST)**

Inquiries and Submission of Statements of Capabilities: requests for information shall be submitted **IN WRITING** to the contracting authority:

Carol Rahal  
Accommodation and Contracting Senior Officer  
Agriculture and Agri-Food Canada  
2001 Robert-Bourassa, suite 671 TEN  
Montréal QC H3A 3N2

[carol.rah@canada.ca](mailto:carol.rah@canada.ca)

