



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government
Services Canada/Réception des
soumissions\Travaux publics et Services
gouvernementaux Canada
See herein for bid submission
instructions/

Voir la présente pour les
instructions sur la présentation
d'une soumission

NA
Ontario

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

National Master Standing Offer (NMSO)

Offre à commandes principale et nationale (OCPN)

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

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

Comments - Commentaires

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

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

| | |
|---|--|
| Title - Sujet Vehicle and Equipment Training | |
| Solicitation No. - N° de l'invitation W0113-20CS17/A | Date 2020-09-30 |
| Client Reference No. - N° de référence du client W0113-20-CS17 | GETS Ref. No. - N° de réf. de SEAG PW-\$KIN-655-8140 |
| File No. - N° de dossier KIN-0-54047 (655) | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-10-19 | |
| Time Zone Fuseau horaire Eastern Daylight Saving Time EDT | |
| Delivery Required - Livraison exigée See Herein | |
| Address Enquiries to: - Adresser toutes questions à: Semple, Patrick | Buyer Id - Id de l'acheteur kin655 |
| Telephone No. - N° de téléphone (613)449-3112 () | FAX No. - N° de FAX (613)545-8067 |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Contractor's Facility | |
| Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité. | |

Instructions: See Herein

Instructions: Voir aux présentes

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

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W0113-20-CS17

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-0-54047

Buyer ID - Id de l'acheteur
kin655
CCC No./N° CCC - FMS No./N° VME

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PART 1 - GENERAL INFORMATION

1.1 Introduction

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

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 6A, Standing Offer, and 6B, Resulting Contract Clauses:
 - 6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
 - 6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment and the Electronic Payment Instruments.

1.2 Summary

The Department of Defence (DND), Canadian Forces Logistic Training Center (CFLTC) requires a Standing Offer for the provision of instruction to enable licensing of members up to the Class-2 B-Z standard in order to enable the members to challenge the CAF licensing requirements. CFLTC requires members to be qualified to drive and operate the following vehicles and/or equipment: 10 Ton straight truck (manual transmission preferred), rough terrain forklift up to 10,000 Kg and School Bus (44 passenger capacity). There will also be a requirement for personnel to be instructed and qualified for Air Brake, Z endorsement.

Training will be at the bidder's facility which must be within a 50 Km radius of a major Canadian Forces Base (CFB): CFB Ottawa ON, CFB Toronto ON, CFB Kingston ON, CFB Trenton ON, CFB Borden ON, CFB Valcartier QC, CFB Edmonton AB and CFB Gagetown NB according to Google Maps.

CFB Ottawa Ontario
101 Colonel By Dr
Ottawa, ON K1A 0K2

CFB Toronto Ontario

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KIN-0-54047

Buyer ID - Id de l'acheteur
kin655
CCC No./N° CCC - FMS No./N° VME

1 Yukon Lane
North York, ON M3K 0A1

CFB Kingston Ontario
PO Box 17000. Station Forces
Kingston, ON K7K 7B4

CFB Trenton Ontario
PO Box 1000
Station Forces
Astra, ON K0K 3W0

CFB Borden Ontario
PO BOX 1000 STN MAIN
Borden ON L0M 1C0

CFB Valcartier Quebec
PO BOX 1000 STN FORCES
COURCELETTE QC G0A 4Z0

CFB Edmonton Alberta
PO Box 10500 Station Forces
Edmonton, AB T5J 4J5

CFB Gagetown New Brunswick
PO BOX 17000 STN FORCES
OROMOCTO NB E2V 4J5

It is anticipated that CFLTC will require 0-50 members trained per year.

The estimated number of training courses is up to 10 per year across all geographic areas.

The period of the Standing Offer will be from the date of Standing Offer issuance, for 1 year, inclusive, with the option to extend for two (2) additional period of one (1) year.

Up to eight (8) Standing Offers may be issued as a result of this Request for Standing Offer, one (1) Standing Offer per geographical area.

1.3 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

1.4 Anticipated migration to an e-Procurement Solution (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to 7.15 Transition to an e-Procurement Solution (EPS).

The Government of Canada's [press release](#) provides additional information.

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2006](#) (2020-05-28) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.2 Submission of Offers - epost only

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

PWGSC Ontario Region Bid Receiving Unit

Only offers submitted using epost Connect service will be accepted. The Offeror must send an email requesting to open an epost Connect conversation to the following address:

TPSGC.orreceptiondessoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca

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

It is the Offeror's responsibility to ensure the request for opening an epost Connect conversation is sent to the email address above at least six days before the Request for Standing Offers closing date.

Transmission of offers by facsimile or hardcopy to PWGSC will not be accepted.

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2019-01 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes () No ()**

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 7 (seven) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

2.6 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential offerors to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages offerors to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
 - Office of the Procurement Ombudsman (OPO)
 - Canadian International Trade Tribunal (CITT)
- (c) Offerors should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Offerors should therefore act quickly when they want to challenge any aspect of the procurement process.

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

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

Section I: Technical Offer
Section II: Financial Offer
Section III: Certifications

Offers transmitted by facsimile or hardcopy will not be accepted.

Section I: Technical Offer

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

Section II: Financial Offer

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

3.1.1 Electronic Payment of Invoices - Offer

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

If Annex "D" 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 Offerors must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Refer to Annex "C" Evaluation Criteria.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

- (a) The Offeror must provide pricing in Canadian currency
- (b) The Offeror must provide pricing for all items corresponding to the geographic locations an offer is submitted without changing the format of the pricing basis.

4.1.2.2 The Offeror's pricing for each geographic area will be evaluated on an individual basis. For each geographical area, the Total Evaluated Price will be the sum of unit price of firm year, option year 1 and option year 2 of Annex B, Basis of Payment.

SACC Manual Clause M0220T (2016-01-28), Evaluation of Price-Bid

4.2 Basis of Selection - Mandatory Technical Criteria Only

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all offerors must provide with their offer, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](https://www.canada.ca/en/employment-social-development/canada-labour's) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

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

5.2.3 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.3.1 Status and Availability of Resources

SACC Manual Clause [M3020T](#) (2016-01-28) - Status of Availability of Resources - Offer

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

6.1.1 The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

6.2 Security Requirements

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

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.3.2 Standing Offers Reporting

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

The Offeror must provide this data in accordance with the reporting requirements detailed in annex entitled "Annex E – Standing Offer Reporting". If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

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

The quarterly reporting periods are defined as follows:

- first quarter: April 1 to June 30
- second quarter: July 1 to September 30
- third quarter: October 1 to December 31
- fourth quarter: January 1 to March 31

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is for one (1) year from date of issuance _____.

6.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) additional one (1) year periods under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

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

6.4.4 Delivery Points

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

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Patrick Semple
Title: Supply Specialist
Organization: Public Works and Government Services
Canada, Acquisitions Branch
Address: 86 Clarence Street,
Kingston, Ontario, K7L
1X3
Telephone: 613-449-3112
E-mail address: patrick.semple@pwgsc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

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

6.5.3 Offeror's Representative

Name: _____
Title: _____
Organization: _____
Address: _____
Telephone: ____ - ____ - _____
E-mail address: _____
(To be filled out by bidder)

6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a *Public Service Superannuation Act* (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with *Contracting Policy Notice: 2019-01* of the Treasury Board Secretariat of Canada.

6.7 Identified Users

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

Department of National Defence at CFB Borden, Canadian Forces Logistics Training Centre (CFLTC)

6.8 Call-up Instrument

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

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

-
- statement that incorporates the terms and conditions of the Standing Offer;
 - description and unit price for each line item;
 - total value of the call-up;
 - point of delivery;
 - confirmation that funds are available under section 32 of the Financial Administration Act;
 - confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

6.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ 125,000.00 CAD (Applicable Taxes included).

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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) Annex A, Statement of Work;
- e) Annex B, Basis of Payment;
- f) the Offeror's offer dated _____

6.11 Certifications and Additional Information

6.11.1 Compliance

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

6.12 Applicable Laws

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

6.13 Transition to an e-Procurement Solution (EPS)

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

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

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

B. RESULTING CONTRACT CLAUSES

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

6.1 Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

[2010C \(2020-05-28\)](#), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

6.3 Term of Contract

6.3.1 Period of the Contract

6.3.2 Delivery Date

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

6.4 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a *Public Service Superannuation Act* (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2019-01 of the Treasury Board Secretariat of Canada.

6.5 Payment

6.5.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm all-inclusive firm unit price, as specified in Annex B – 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.

6.5.2 Limitation of Price

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

6.5.3 Method of Payment – Single Payment

SACC Manual Clause, H1000C (2008-05-12), Single Payment

6.5.5 Electronic Payment of Invoices – Call-up

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

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

6.6 Invoicing Instructions

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

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
- d. a copy of the monthly progress report.

2. Invoices must be distributed as follows:

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

6.7 Insurance

SACC Manual clause [G1005C](#) (2016-01-28) Insurance – No Specific Requirement

6.8 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

ANNEX "A"

STATEMENT OF WORK

Title: Vehicle, Rough Terrain Forklift and Air Brake Certification Training

1.0 SCOPE

1.1 Background

Canadian Forces Logistic Training Center (CFLTC) requires members to be qualified to drive and operate the following vehicles: 10 Ton straight truck (manual transmission preferred), rough terrain Forklift up to 10,000 Kg, School Bus (44 passenger capacity), and air brake equipped vehicles. Personnel are also required to be instructed and qualified for Air Brake, Z endorsement. An avenue to acquiring the requisite qualifications involves the members first acquiring a Commercial Class B-Z Provincial License prior to being challenged with a test package for DND equivalent.

1.2 Objective

CFLTC seeks to establish a Standing Offer for the provision of instruction to the Class-2 B-Z licensing standard in order to enable the members to challenge the CAF licensing requirements.

It is anticipated that CFLTC will require 0-50 members trained per year on the vehicles and equipment outlined in 1.1

The Offeror must be prepared to provide training at any time throughout the calendar year upon minimum of 30 days of notice.

All vehicle, rough terrain forklift and air brake certification training will be called up on an as when required basis, through the use of PWGSC 942 call-ups against the Standing Offer.

2.0 General Requirements for Vehicle, Rough Terrain Forklift and Air Brake Certification Training

Services to be provided under this Standing Offer are on an as and when requested basis, but available 12 months of the year, and will be ordered by DND using a call-up contract from (PWGSC 942). Training may be for one course or multiple courses. All services must delivered in accordance with the call up contract from (PWGSC 942).

The aim of the training is to provide the knowledge and technical driving and operating skills to the participants in order for them to be properly prepared to complete the CAF (Canadian Armed Forces) road test for each vehicle and equipment platform.

Student driving experiences may vary from several years of driving experience to less than one year. Considering DND have their own licensing programs, some students will have non-restricted licenses while others may have restricted or graduated licenses.

2.1 Must provide all personnel, vehicles, and resources for instructing members up to the Class-2 licensing standard and ensuring all teaching points specified in Annex A, 2.5.

2.2 All courseware, reference materials and/or other applicable resources will be available in both official languages and training must be delivered in English or French as per DND's request.

2.3 The Offeror must deliver vehicle and equipment training to selected CAF personnel. This training must include, but not limited to the DND/CAF requirements specified in Annex A Appendix 1 and 2.

2.4 Offeror must deliver vehicle, equipment and Air Brake certification training in accordance with their provincial MELT requirements, if applicable.

2.5 Vehicle, Rough terrain Forklift, and Air Brake certification training includes, but is not limited to, the following:

- a. Certify Air Brake Z endorsement training.
- b. Drive the 10 Ton straight truck, forklift up to 10k and School Bus (44 Passenger)
- c. Identify vehicle faults on all vehicles and equipment
- d. React to warning and indicator lights on each of the vehicles and equipment in order to correct and/or report faults
- e. Maintain the vehicles, equipment and ancillary equipment
- f. Control ancillary equipment
- g. Select vehicle routes
- h. Secure loads
- i. Moor/brace loads
- j. Perform in cab checks
- k. Conduct vehicle fuel efficiency
- l. Driving/operating
- m. Maintain an Operator Log Book

2.6 Courses requested by a call-up will have class sizes between 1 and 12 participants.

3.0 **TASKS AND DELIVERABLES**

3.1 Vehicle, Rough Terrain Forklift and Air Brake training as described in SOW section 2.0

3.2 Access to facilities

Access to classroom facilities: The Offeror must provide a classroom large enough to accommodate up to 12 trainees and 1 (one) observer. The classroom must be free from the elements (Rain, snow, and extreme heat and cold) have proper ventilation. The classroom must have desks or tables and chairs for up to 12 trainees and 1 (one) observer, and must be equipped with at least one mounted teaching board, such as a white board, blackboard or smart board, no less than 1.25 m x 1.25 m. COVID-19 related distancing such as 2m spacing must be adhered to as per provincial direction.

Access to ablation facilities: Building must have male and female ablutions either within the same building or in an adjacent building. Facilities must meet the requirements outlined below.

Facilities are in or adjacent to the applicable classroom building;

- i. One (1) toilet and one (1) urinal per 12 male personnel;
- ii. One (1) toilet per four (4) female personnel;
- iii. One (1) sink with soap dispenser per 12 personnel, One (1) sink with soap dispenser per four (4) female personnel;
- iv. One (1) paper towel dispenser or hand dryer per 12 personnel, One (1) paper towel dispenser per four (4) female personnel; and
- v. Appropriate number of waste receptacles per facility, including separate covered receptacles for feminine hygiene products either within the bathroom stalls or just outside the stalls.

3.3. Vehicles for Training

The Offeror must provide sufficient operational vehicles where stated in order to train up to 12 personnel on vehicles and equipment during one session, if required.

- 10 Ton Straight Truck (Cargo Variant, manual transmission, preferred)
- Rough Terrain Forklift up to 10,000 Kg,
- School Bus (44 passenger capacity)
- Air brake equipped vehicle.

Must identify whether vehicles are rentals or owned at time of call-up..

4.0 CONSTRAINTS

4.1 Training Delivery Location

The training must be delivered in a geographical location suitable for all driving tasks on a year round basis when services are called upon, as per SOW section 1.2.

The training venue must be accessible by commercial means without undue delay to training time, maximum one (1) day travel by air from Ottawa, Toronto, Fredericton, Edmonton and Quebec. Venue must also be within a 50 Km radius of a major Canadian Forces Base (CFB), CFB Ottawa Ontario, CFB Toronto Ontario, CFB Kingston Ontario, CFB Trenton Ontario, CFB Borden Ontario, CFB Valcartier Quebec, CFB Edmonton Alberta, and CFB Gagetown New Brunswick, according to google maps.

CFB Ottawa Ontario
101 Colonel By Dr
Ottawa, ON K1A 0K2

CFB Toronto Ontario
1 Yukon Lane
North York, ON M3K 0A1

CFB Kingston Ontario
PO Box 17000. Station Forces
Kingston, ON K7K 7B4

CFB Trenton Ontario
PO Box 1000

Station Forces
Astra, ON K0K 3W0

CFB Borden Ontario
PO BOX 1000 STN MAIN
Borden ON L0M 1C0

CFB Valcartier Quebec
PO BOX 1000 STN FORCES
COURCELETTE QC G0A 4Z0

CFB Edmonton Alberta
PO Box 10500 Station Forces
Edmonton, AB T5J 4J5

CFB Gagetown New Brunswick
PO BOX 17000 STN FORCES
OROMOCTO NB E2V 4J5

The training venue must have a certified first aid and basic firefighting capabilities on site.

Emergency services, hospital, fire hall, response team, must be within a 40 Km drive of the training venue.

4.2 Due to the DND's high operational tempo and short notice timeline involved to commence or cancel training, there is a need for a high level of flexibility on the part of the Offeror. The Offeror must be capable of providing training for requests identified as early as 30 days prior to training start date. The Offeror must accept a minimum cancellation time of seven (7) days, at no cost to DND.

5.0 DND/CAF SUPPORT

5.1 Training

At all times there will be at least one senior CAF member such as a Technical Authority (TA), or a member of the trainees who will be assigned by the TA to provide liaison to the Offeror, for technical subject matters only. The assigned CAF member must not provide liaison for any contractual subject matters. Contractual subject matters must be addressed with the DND procurement authority directly.

5.2 Equipment

DND will not supply equipment for training. All vehicles and training material must be provided by the Contactor.

5.3 Inspection

For training requirement, the TA will be present periodically throughout training sessions. This will be confirmed prior to their arrival.

Upon completion of the Course, the TA will confirm that the training requirements were delivered in accordance with Annex A statement of Work.

6.0 TRAVEL AND LIVING

6.1 Travel and Accommodation

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File No. - N° du dossier
KIN-0-54047

Buyer ID - Id de l'acheteur
kin655
CCC No./N° CCC - FMS No./N° VME

There are no travel and living requirements under this contract, and as such the Offeror will not be reimbursed for travel and living expenses for work performed under this contract.

ANNEX "B"

BASIS OF PAYMENT

The Offeror will be paid in accordance with the following Basis of Payment for work performed under the Contract. All inclusive, firm unit prices in Canadian funds, transportation, course materials, and travel accommodation included, FOB Destination, Canadian Customs and excise taxes included. GST/HST extra if applicable.

The estimated number of trainees is up to 50 per year across all geographical areas.

The estimated number of training courses is up to 10 per year across all geographical areas.

The Offeror will be paid the following firm all-inclusive firm unit price for work performed under this Contract, in accordance with Annex "A", during the Contract period. Applicable taxes extra. Canada reserves the right to advance or amend estimated numbers (quantity) of trainees and courses per geographical area during the standing offer period depending on need.

The Offeror must provide pricing for all items corresponding to the geographic locations an offer is submitted without changing the format of the pricing basis.

| Initial Contract Period (Yr. 1) | | | |
|---------------------------------|---|--|-------------------------------------|
| Date of SA Issuance | | | |
| Item | Description | Geographical Area | Firm Unit Price |
| 1 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Ottawa Ontario 101 Colonel By Dr Ottawa, ON K1A 0K2 | \$ _____ Per Trainee, per course |
| 2 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Toronto Ontario 1 Yukon Lane North York, ON M3K 0A1 | \$ _____ Per Trainee, per course |

| Item | Description | Geographical Area | Firm Unit Price |
|------|---|---|-------------------------------------|
| 3 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Kingston Ontario PO Box 17000. Station Forces Kingston, ON K7K 7B4 | \$ _____ Per Trainee, per course |
| 4 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Trenton Ontario PO Box 1000 Station Forces Astra, ON K0K 3W0 | \$ _____ Per Trainee, per course |
| 5 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Borden Ontario PO BOX 1000 STN MAIN Borden ON L0M 1C0 | \$ _____ Per Trainee, per course |
| 6 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Valcartier Quebec PO BOX 1000 STN FORCES COURCELETTE QC G0A 4Z0 | \$ _____ Per Trainee, per course |
| 7 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Edmonton Alberta PO Box 10500 Station Forces Edmonton, AB T5J 4J5 | \$ _____ Per Trainee, per course |

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KIN-0-54047

Buyer ID - Id de l'acheteur
kin655
CCC No./N° CCC - FMS No./N° VME

| Item | Description | Geographical Area | Firm Unit Price |
|------|---|--|-------------------------------------|
| 8 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Gagetown New Brunswick PO BOX 17000 STN FORCES OROMOCTO NB E2V 4J5 | \$ _____ Per Trainee, per course |

| Option Year One(Yr.2) | | | |
|-----------------------|---|---|-------------------------------------|
| Date of SA Issuance | | | |
| Item | Description | Geographical Area | Firm Unit Price |
| 1 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Ottawa Ontario 101 Colonel By Dr Ottawa, ON K1A 0K2 | \$ _____ Per Trainee, per course |
| 2 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Toronto Ontario 1 Yukon Lane North York, ON M3K 0A1 | \$ _____ Per Trainee, per course |

| Item | Description | Geographical Area | Firm Unit Price |
|------|---|---|-------------------------------------|
| 3 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Kingston Ontario PO Box 17000. Station Forces Kingston, ON K7K 7B4 | \$ _____ Per Trainee, per course |
| 4 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Trenton Ontario PO Box 1000 Station Forces Astra, ON K0K 3W0 | \$ _____ Per Trainee, per course |
| 5 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Borden Ontario PO BOX 1000 STN MAIN Borden ON L0M 1C0 | \$ _____ Per Trainee, per course |
| 6 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Valcartier Quebec PO BOX 1000 STN FORCES COURCELETTE QC G0A 4Z0 | \$ _____ Per Trainee, per course |
| 7 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Edmonton Alberta PO Box 10500 Station Forces Edmonton, AB T5J 4J5 | \$ _____ Per Trainee, per course |

| Item | Description | Geographical Area | Firm Unit Price |
|-------------------------|---|--|-------------------------------------|
| 8 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Gagetown New Brunswick PO BOX 17000 STN FORCES OROMOCTO NB E2V 4J5 | \$ _____ Per Trainee, per course |
| Option Year Two (Yr. 3) | | | |
| Date of SA Issuance | | | |
| Item | Description | Geographical Area | Firm Unit Price |
| 1 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Ottawa Ontario 101 Colonel By Dr Ottawa, ON K1A 0K2 | \$ _____ Per Trainee, per course |
| 2 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Toronto Ontario 1 Yukon Lane North York, ON M3K 0A1 | \$ _____ Per Trainee, per course |
| 3 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Kingston Ontario PO Box 17000. Station Forces Kingston, ON K7K 7B4 | \$ _____ Per Trainee, per course |

| | | | |
|---|---|---|-------------------------------------|
| 4 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Trenton Ontario PO Box 1000 Station Forces Astra, ON K0K 3W0 | \$ _____ Per Trainee, per course |
| 5 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Borden Ontario PO BOX 1000 STN MAIN Borden ON L0M 1C0 | \$ _____ Per Trainee, per course |
| 6 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Valcartier Quebec PO BOX 1000 STN FORCES COURCELETTE QC G0A 4Z0 | \$ _____ Per Trainee, per course |
| 7 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Edmonton Alberta PO Box 10500 Station Forces Edmonton, AB T5J 4J5 | \$ _____ Per Trainee, per course |
| 8 | Provide an all-inclusive unit price per trainee per course, to include Truck, Forklift, School Bus and Air Brake equipped vehicle for as per Annex "A". | CFB Gagetown New Brunswick PO BOX 17000 STN FORCES OROMOCTO NB E2V 4J5 | \$ _____ Per Trainee, per course |

ANNEX "C"

EVALUATION CRITERIA

The offer must meet the mandatory technical criteria specified below. The Offeror must provide the necessary documentation to support compliance with this requirement.

Offerors must clearly demonstrate compliance with each mandatory technical criteria. Failure to demonstrate compliance will result in the offer being deemed non-responsive, and be given no further consideration.

The offeror must have the ability to deliver the training in either English or French.

Mandatory Technical Evaluation Criteria

| Number | Mandatory Technical Criteria | Bidder Instructions |
|--------|---|--|
| M1 | <p>Bidder Experience</p> <p>Offeror must demonstrate experience in the last 12 months in providing Vehicle, Rough terrain Forklift and Air Brake Certification training,</p> <p>Vehicle, Forklift and Air Brake certification training includes the following:</p> <ul style="list-style-type: none"> a. Certify Air Brake Z endorsement b. Drive the 10 Ton straight truck, forklift up to 10k and School Bus (44 Passenger) c. Identify vehicle faults on all vehicles and equipment d. React to warning and indicator lights on each of the vehicles and equipment in order to correct and/or report faults e. Maintain the vehicles, equipment and ancillary equipment f. Control ancillary equipment g. Select vehicle routes h. Secure loads | <p>Demonstrated compliance may include references and contract documents with sufficient details and/or proof. (Offerors are reminded that it is their responsibility to clearly demonstrate how they meet this criterion)</p> |

| Number | Mandatory Technical Criteria | Bidder Instructions |
|--------|---|---|
| | <ul style="list-style-type: none"> i. Moor/brace loads j. Perform in cab checks k. Conduct vehicle fuel efficiency l. Driving/operating m. Maintain an Operator Log Book | |
| M2 | <p>Offerors Proposed Resources</p> <p>The Offeror's must provide a minimum of two proposed resources. Each resource must have demonstrated 5 years combined operational and/or training experience within the last 10 years in the following:</p> <ul style="list-style-type: none"> a. Certify Air Brake Z endorsement b. Drive the 10 Ton straight truck, rough terrain forklift up to 10k and School Bus (44 Passenger) c. Identify vehicle faults on all vehicles and equipment d. React to warning and indicator lights on each of the vehicles and equipment in order to correct and/or report faults e. Maintain the vehicles, equipment and ancillary equipment f. Control ancillary equipment g. Select vehicle routes h. Secure loads i. Moor/brace loads j. Perform in cab checks | <p>Offeror must provide qualified and experienced driving instructors with operational experience who can teach the course listed in the Statement of Work.</p> <p>Furthermore, the Offeror must provide sufficient proof (e.g. resume) of qualifications and experience. This must include a list of training courses administered as a trainer and years of experience in each of the specified fields a – j at M2 as outlined in M2.</p> |

| Number | Mandatory Technical Criteria | Bidder Instructions |
|--------|---|---------------------|
| | <ul style="list-style-type: none"> k. Conduct vehicle fuel efficiency l. Driving/operating m. Maintain an Operator Log Book | |
| M3 | <p>Training/Driving Facility</p> <p>The Offeror must clearly demonstrate that the training facility must be able to provide the following specifications 12 months out of the year:</p> <ul style="list-style-type: none"> a. Sufficient yard area to complete loading/unloading and parking of vehicles; and b. Accommodate up to 12 students | |
| M4 | <p>The Offeror must clearly demonstrate they have classroom facilities large enough to accommodate 12 people at one time. The classroom must be free from the elements, have proper ventilation and have desk/table and chairs to accommodate 12 people.</p> | |
| M5 | <p>The Offeror must clearly demonstrate they are able to provide access to ablution facilities. The facilities must have male and female ablutions either within the same building or in an adjacent building.</p> | |
| M6 | <p>The Offeror must clearly demonstrate that the training facility has the following:</p> <ul style="list-style-type: none"> a. Within a 50 Km radius of the Canadian Forces Base (CFB) listed in this document. b. Certified first aid and basic firefighting capabilities on site. c. Emergency services response within a 40 Km drive of the training facility. | |

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File No. - N° du dossier
KIN-0-54047

Buyer ID - Id de l'acheteur
kin655
CCC No./N° CCC - FMS No./N° VME

ANNEX “D” to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

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

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